

Western School Corporation

Russiaville, IN 46979

March 17, 2015

Minutes of the regular meeting of the Western Board of School Trustees held on March 17, 2015.

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

Members Absent: Donna Shepherd

Others Present: Randy McCracken, Abby Rodgers, Heather Hendrich, Pam Carter, Craig Shearer, Lissa Stranahan, Rick Davis, Dee Emmons, Steve Arthur, Vicki Hill, Julie Pownall, Josh Larsh, Bev Austin and Lauren Slatger

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 6:02 p.m.

Item #2 – Approval of the Agenda

Mr. Maugans made a motion to approve the agenda as presented. Mr. Koloszar seconded the motion which passed 6-0.

Item #3 – Approval of the Minutes

Mr. Maugans made a motion to approve the minutes of the February 17, 2015 regular meeting. Mr. Gaskins seconded the motion which passed 6-0.

Item #4 – Opportunity for Public Comment

There were no comments from the public.

Item #5 – Panther Pride

Mr. McCracken shared the following:

- WHS teacher, Georgia Everett, was chosen as a recipient of the Lilly Teacher Creativity Fellowship. She will be traveling to Alaska and other places in the American Northwest this summer.

- Congratulations to Western High School bowler Jacob Brown who finished 8th at the State Finals in Anderson Saturday with a 3-game series of 617.
- Kay Lazar, WMS, was offered an opportunity with Pearson to score 7th grade standardized writing tests for the state of Iowa and the PARCC assessment.
- Congratulations to Corey Hinkle, State Runner Up 182lb weight class. He finished his Panther career with a school-record 164 wins, four MIC titles, four Oak Hill Sectional titles, three-time Peru Regional champion, two-time Fort Wayne Semi-state Champ, and 3rd place at last year's State Finals.
- Eighth grader, Thomas Gatewood, has qualified for the National Geography Bee state competition for the 3rd year in a row. Last year he represented WMS so proudly at the state competition receiving a perfect score in the first round! We wish him the best at state on March 27! Congratulations Thomas Gatewood!
- Each year, the American Legion Auxiliary sponsors an Americanism Essay Contest. This contest is open to students in grades three through twelve, and the essay title for this year's contest was What Does Freedom Mean to My Family? The grade levels are divided into five classes, and Western Middle School is proud to announce we have two winners! Arie Lowe, a student in Mrs. Lazar's 6th grade language arts class, was the winner for Class II, and Sofi Taskey, a student in Mrs. Vazquez's 8th grade language arts class, was the winner for Class III. Each student received a certificate and a monetary award for their accomplishment, and most exciting is a monetary honorarium in each student's name will be made to the Children of Warriors National Presidents' Scholarship fund. Arie and Sofi's essays will also be submitted for the American Legion Auxiliary's National contest. Congratulations to Arie and Sofi; we are so happy to see our students shine!
- Thank you note for Tina Smith and the WMS PVE students from the Kokomo Humane Society
- WMS Student Lindsey Pickens won the 2015 Hoosier Heroines Essay Contest

Item #6 – Reports

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

WESTERN SCHOOL CORPORATION
 TREASURER'S REPORT
 BOARD MEETING 03/17/15

Bank Balance

FFBT- Checking Account Balance 02/01/15	\$6,441,151.81
Non-Revenue Receipts	386,326.07
MTD Revenue	2,229,110.97
Disbursements from Clearing Accounts	368,456.50
MTD Disbursements	<u>2,770,174.30</u>
Checking Account Balance 02/28/15	\$5,917,958.05

Total Depository Balance 02/28/15 \$5,917,958.05

Vendor Claims Submitted For Approval

#67422 – 67442 of 02/18/15 - 02/28/15	\$679,926.20
#67443 – 67602 of 03/01/15 - 03/17/15	<u>\$677,691.24</u>
TOTAL:	\$1,357,617.44

Payroll Claims Submitted for Approval

# 16 of 02/13/15	\$545,523.89
# 17 of 02/27/15	<u>\$803,213.17</u>
TOTAL:	\$1,348,737.06

 Interest on Checking 01/01/15 to 02/28/15 \$1,652.51
 pc

Mr. Wells made a motion to approve the Treasurer's report and claim docket. Mr. Kenworthy seconded the motion which passed 6-0.

2. Assistant Superintendent: Dr. Hendrich submitted the following report:

From the Office of Dr. Heather Hendrich, Assistant Superintendent

Items that I have been working on:

- Attached you will find School Liaison Officer Report Data for the month of February
- Continuing to work on second semester evaluations for bus drivers
- Working with principals and head custodians on custodial evaluations
- Attended pre-bid and bid opening meetings for indoor bleachers and multi-purpose building
- Attended Juvenile Detention Alternatives Initiative of Howard County meeting on February 25th
- Held School Safety Committee Meeting on February 26, 2015
- Attended meeting with other area Directors of Transportation on February 27, 2015
- Annual Bus Inspection held by State Police on March 2nd and March 11th
- Attended Center for Educational Partnership Meeting on March 6th, 2015

<u>Discipline</u>	<u>Transportation</u>	<u>Other</u>
2/5/2015 (WPS)	2/5/15 (assisted with transferring	2/12/15 (Home visit)
2/5/15 (WHS)	students from bus that broke dow	2/15/15 (Home visit to retrieve IPAD-WPS)
2/10/15 (WHS)	2/6/15 (assisted with transferring	2/17/15 (Home visit for WMS)
2/17/15 (WHS)	students from bus that broke dow	2/17/15 (Assisted CPS with WMS case)
2/23/15 (WHS)		Week of 2/23/15: Assisted with Mornings with Moms at WPS/WIS
*School Liaison Officers are also monitoring student drop-off and pick-up areas daily, including monitoring High School student drivers (especially in bad weather conditions).		
*School Liaison Officers are also checking exterior doors of all buildings daily.		
*School Liaison Officers are assisting with the supervision of lunch periods on a daily basis.		

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

Technology Board Update 3/17/15

1. We are beginning to prepare for summer project items that need to be completed.
2. We have been busy getting things in line technology wise for the building projects. We are close to bringing online the new maintenance building within the next week or so.
3. We are continuing to work with the area schools on our e-learning conference which is scheduled for June 17 & 18. This is where our collaboration won a \$20,000 grant to host a Summer of E-Learning 2 day conference.
4. We continue to compile data for the massive CRDC federal report which the date continues to be moved back.

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

Important Items from Wednesday, Feb 11, 2015 – Tuesday, Mar 10, 2015

- ❖ Conducted a total of 46 case conferences
- ❖ Led Professional Development on WIDA Standards and Special Education at WPS, WIS, and WHS
- ❖ WIDA ACCESS testing for English language learners has been completed
- ❖ The first ACCUPLACER testing window for the identified high school students has been completed. The second ACCUPLACER window is now open and testing will be completed by April 1, 2015
- ❖ Middle of the Year DIBELS testing at WPS and WIS has been completed
- ❖ CogAT testing at WPS has been completed
- ❖ ISTEP+ Applied Skills testing will be completed by March 13, 2015
 - This session was Paper/Pencil and there were some testing irregularities reported at WMS in which one class took the wrong test form. The class was not directed to take the correct session. This affected 26 students who then had to take the correct session later that same day. There were also 3 students in the 8th grade that did not follow the directions and took the wrong test form as well. Those students also took the correct session later that same day. All parents were notified of this error.
- ❖ ISTEP+ Multiple Choice testing will be online. This window opens April 25th and extends through May 15th
- ❖ IREAD3 testing will be conducted March 13th - March 18th
- ❖ NCSC testing window is Mar 30th – May 15th
- ❖ Conducted the Broad Based Planning Meeting concerning our high ability programming
- ❖ Attended the monthly KASEC Coordinator's Meeting
- ❖ Attended the PLC Committee Meeting
- ❖ Conducted the monthly Special Education Staff Meetings
- ❖ Attended the KASEC SLP Meeting

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

To: Members of the Western School Board
From: Randy McCracken
Re: March Superintendent Report
Date: March 9, 2015

1. Alternative School Funding

We received \$10,050.00 for our Alternative School Program for 2014. This is up from last year, which was \$6,879.84. We also have a balance from last year of \$5,546.52. These funds will be used to off-set the salary of our Alternative School supervisor.

2. Annual Performance Report – We have now received the updated information from the state for our Annual Performance Report. This information is embargoed until March 18, 2015, and will be shared at a later time.

3. Textbook Adoption Update – This is the year for Social Studies adoption for grades K - 12. With the adoption, we continue to move more toward digital materials and materials that are either internet based or compatible with the iPad. We are also always looking for ways to reduce cost. This year we plan to suspend the textbook fee for math and science in an effort to off-set the cost of the iPad. This month the textbook materials will be introduced. There will then be a 30 day review period for the public and for comments or concerns to be shared. A formal recommendation for the materials will be made in April.

4. Summer School – We are in the process of planning for this year's summer school program. Again this year, only category 1 classes are scheduled for full reimbursement. Categories 2 and 3 are only reimbursed if there remains additional funding after Category 1 classes are reimbursed. The state has also again moved all former Category 1 courses, which included Math and English/La for grades 1 – 8 to Category 2. Category 1 courses this year include Reading for grades 1-3 and all high school courses that lead to graduation. Category 3 courses include enrichment, multidisciplinary courses, and high school courses that do not count toward graduation.

With the school year being extended due to the weather, Summer School will start on June 8. The following schedules will be used for Summer School and Jump Start:

Summer School

Grades K – 8

- Camp Invention – Grades K – 5 (June 8-12)
- Summer School 2015 – June 8-19, 10 days @ 3 hours/day (8-11 a.m.)

High School

- Classes for High School Credit (i.e. Algebra I, English/Language Arts, Physical Education) – June 8 – July 1, 18 days @ 4 hours/day (7:30 – 11:30 a.m.) – 72 Contact Hours

Jump Start

Grades K - 8

- Jump Start – July 27 – August 6, 9 days @ 3 hours per day (8-11 a.m.)

High School

- Jump Start for High School Credit (Applied Music/Band Camp) – July 27 – August 6 @ 8 hours/day – 72 Contact Hours

We again are tracking aides' lost hours this year that are due to school cancellations in order to allow those aides to make up lost time and wages during Summer School and Jump Start. This is in addition to our normal Summer School and Jump Start staff.

5. Current Planning

- Professional Learning Communities
- Reviewing our Teacher Evaluation Process
- Mathematics Vertical Articulation
 - Discussing Processes
 - Discussing Common Vocabulary
- Facility Updates
- Creating more educational opportunities at Western
- Summer Technology Training
 - E-learning

Item #7 –Facility Improvements

Mr. Maugans made a motion to approve the following:

March 11, 2015

Randy McCracken, Superintendent
Western School Corporation
2600 South 600 West
Russiaville, IN 46979



The SKILLMAN Corporation
Project Administration
Construction Management

Re: Western School Corporation Bid Package 2 – Multi-Purpose Addition/Window and Canopy Replacement Project
TSC Project No. 214050

Subject: Bid Recommendations

Dear Mr. McCracken:

On March 3, 2015 bids for the Bid Package 2 – Multi-Purpose Addition/Window Replacement and Canopy Upgrades project were received. We received a total of 33 bids across 13 Bid Categories. The Skillman Corporation and CSO Architects conducted pre-award conferences with the apparent low bidders to confirm completeness of their bids. We received zero bids for Bid Category No. 10 –Aluminum Windows/Curtainwall and Storefront. After subsequent investigation, we have learned the amount of window replacement work scheduled for this summer on other projects has severely affected our bidding pool. We recommend re-bidding this Bid Category as soon as possible with schedule modifications that allow for parts of the window replacement to occur outside the summer months.

One irregularity was encountered during pre-award interviews. Hinshaw Roofing's bid for work under Bid Category No. 9- Roofing qualified their bid to exclude a portion of the required work. However, after discussions they have agreed to include all the specified work for their price as-bid. We recommend this irregularity be waived.

After careful consideration and discussion with the Administration, we recommend award of contracts for the work of Bid Package 2 to the lowest responsive and responsible bidders for the BASE BID as outlined below.

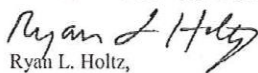
Bid Category No. 4- Sitework/Concrete/Paving	Davidson Excavating	\$681,220
Bid Category No. 5- General Trades, PEMB	MacDougall Pierce Construction	\$1,547,540
Bid Category No. 6- Masonry	Complete Masonry Services	\$463,400
Bid Category No. 7- Structural Steel	Indiana Steel Fabricating, Inc.	\$156,500
Bid Category No. 8- Drywall and Ceilings	Davidson Excavating	\$148,400
Bid Category No. 9- Roofing & Metal Panels	Hinshaw Roofing	\$266,475
Bid Category No. 10- Alum Curtainwall/Windows	To be re-bid	
Bid Category No. 11- Painting	Anthony Anderson Corp.	\$63,300
Bid Category No. 12- Athletic Flooring	Kiefer Specialty Flooring	\$172,400
Bid Category No. 13- Fire Protection	Dalmatian Fire, Inc.	\$98,200
Bid Category No. 14- Plumbing	Quality Plumbing & Heating	\$225,000
Bid Category No. 15- HVAC/Temperature Controls	Comfort Systems USA	\$309,577
Bid Category No. 16- Electrical	Huston Electric	\$596,800

Should you choose to accept any of the Alternate bid items, the amount of award would increase by the amounts shown in the attached Bid Tabulation sheet.

With your approval, Skillman will issue Notice to Proceed to the recommended contractors.

Respectfully,

THE SKILLMAN CORPORATION


Ryan L. Holtz,
Project Manager

cc: Bart York, The Skillman Corporation
File
Enclosure – Bid Tabulations



CSO Architects

March 6, 20145

Mr. Randy McCracken, Superintendent
Western School Corporation
2600 CR S 600 W
Russiaville, Indiana 46979

Re: **CONTRACTOR RECOMMENDATION**
Western High School Gymnasium Bleacher Replacement

Dear Mr. McCracken:

On March 3, 2015, bids were received from interested contractors for the Western High School Gymnasium Bleacher Replacement Project. Qualified bids were received from two (2) contractors. The bid tabulation sheet is attached for your reference.

Bid amounts were also received for three alternate bids and two voluntary alternate bids as indicated on the bid tabulation sheet. To replace main floor and balcony bleachers at the lowest cost, the Base Bid plus Alternate Bid No. 2 will need to be taken at a cost of \$330,770.00 as indicated in the "Main Floor and Balcony with Polymer Seats and 1-Phase Motors" column. Other options are listed to add 3-phase motors for better operation and maintenance at an additional cost of \$3,190.00 and wood seats and risers instead of polymer seats at an additional cost of \$22,980.00.

CSO Architects has reviewed the documentation submitted by each contractor and found them to be in order. After careful consideration, we recommend that Western School Corporation enter into a contract for the Western High School Gymnasium Bleacher Replacement Project with Lee Company, Inc. for the Base Bid and Alternate Bid No. 2 amount of \$330,770.00 plus additional costs for the three phase motors and/or wood seats as approved by the Board of School Trustees.

With your notification of the board's decision and approved contract amounts, we will immediately issue a "Notice To Proceed" to Lee Company, Inc. and begin to assist the school corporation in the development of the Owner/Contractor Agreement. Please feel free to contact me with any questions you may have.

Sincerely,

CSO ARCHITECTS, INC.



C. Andrew McNeilly, AIA, LEED AP®
Associate Principal

cc: Project File 14063.03

ARCHITECTURE • INTERIOR DESIGN

8831 Keystone Crossing - Indianapolis, IN 46240 - Main 317.848.7800 - Fax 317.574.0957 - csoinc.net

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

Item #8 – License Agreement

Mr. Kenworthy made a motion to enter into a contract with Pel Industries to allow merchandise bearing the school logo to be sold at stores in our community. Western will receive 8% royalty on net sales. Mr. Murgans seconded the motion which passed 6-0.

Item #9 – Textbook Adoption

The Board was presented with the following Social Studies textbook recommendations for review:

The following books have been recommended by the parents and faculty for use at Western High School in the Social Studies Program for school years 2015 – 2021.

GRADE	PUBLISHER	TITLE	EDITION	TEXTBOOK ISBN	TEXTBOOK COST
9/10	Pearson	World History (6 year subscription)	Digital	978-0-13-330702-3	\$74.97/6 year \$12.50 per student per year
11	Pearson	By The People (6 year subscription)	Digital/Book	978-0-13-136618-3	\$129.97/6 year \$21.67 per student per year
10/11	Pearson	United States History (6 year subscription)	Digital	978-0-13-333257-5	\$73.97/ 6 year \$12.33 per student per year
12	Pearson	Magruder's American Govt (6 year subscription)	Digital	978-0-13-330699-6	\$74.97/6 year \$12.50 per student per year
11/12	McGraw Hill	Understanding Psychology (6 year subscription)	Digital	978-0-07-664078-2	\$69.69/6 year \$11.62 per student per year
12	McGraw Hill	Understanding Economics (6 year subscription)	Digital	978-0-07-664346-2	\$72.03/6 year \$12.00 per student per year
9/10	McGraw Hill	Geography and History of the World (6 year subscription)	Digital	978-0-02-141928-9	\$69.44/6 year \$11.57 per student per year
11/12	McGraw Hill	Sociology and You (6 year subscription)	Digital	978-0-07-664060-7	\$69.69/6 year \$11.62 per student per year

The following books have been recommended by the parents and faculty for use at Western Middle School in the Social Studies Program for school years 2015 – 2021.

GRADE	PUBLISHER	TITLE	EDITION	TEXTBOOK ISBN	TEXTBOOK COST
6	Discovery Education	Social Studies Techbook (6 year subscription)	2.2.0	N/A	\$45.00/year \$7.50 per student per year
7	Discovery Education	Social Studies Techbook (6 year subscription)	2.2.0	N/A	\$45.00/year \$7.50 per student per year
8	Discovery Education	Social Studies Techbook, United State History (6 year subscription)		N/A	\$45.00/year \$7.50 per student per year

The following books have been recommended by the parents and faculty for use at Western Intermediate School in the Social Studies Program for school years 2015 – 2021.

GRADE	PUBLISHER	TITLE	EDITION	TEXTBOOK ISBN	TEXTBOOK COST
3	McGraw Hill	The United States Communities and Neighbors (6 year subscription)	2014	978-0-02-141974-6	\$59.64/year \$9.94 per student per year
4	McGraw Hill	Indiana Social Studies Grade 4 (6 year subscription)	2014	978-0-02-141692-9	\$69.60/year \$11.60 per student per year
5	McGraw Hill	Indiana US History (6 year subscription)	2014	978-0-02-138964-3	\$68.72/year \$11.45 per student per year

The following books have been recommended by the parents and faculty for use at Western Primary School in the Social Studies Program for school years 2015 – 2021.

GRADE	PUBLISHER	TITLE	EDITION	TEXTBOOK ISBN	TEXTBOOK COST
K	McGraw Hill	Networks Social Studies	2014	Teacher Digital Access	None
1	McGraw Hill	Leveled Readers	2014	9780021524112	\$3,496.17 \$4.86 per student (4 year cycle)
2	No new textbooks				

Item #10 – Alternative Physical Education Credit

Mr. Maugans made a motion to approve the recommendation to provide students an opportunity to earn one of their required two physical education credits through marching band or IHSAA athletic participation. Mr. Koloszar seconded the motion which passed 6-0.

Item #11 – Surplus Property

Mr. Gaskins made a motion to approve the declaration of the following as surplus property:

- Survey Transit
- Welder
- Stand-up Freezer
- Drill Press

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

Item #12 – Personnel

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

1. Recommendations:
 - Christi Lechlitner – Temp Title I Aide, WPS
 - Deanna Shane – Temp Second Grade Teacher, WPS
 - Dan Macaluso – Temp Bus Driver
 - Dana Scott – MS Girls Track Volunteer Coach
 - Mike Roccio – JV Baseball Volunteer Asst Coach
2. Anticipated Temp Medical Disability
3. Unpaid Leave – Robin Auth, WPS
4. Resignations:
 - Erin Soutar, Early Morning Childcare
5. Retirements:
 - Ty Calloway, WMS
 - Marcia Smith, WPS
 - Robin Auth, WPS

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

Item #13 – Professional Improvement Requests

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

Kristi Leap – FSA Prevent Child Abuse Annual Conference – Oakbrook Church – April 14, 2015

Mary Evans – PATINS Tech Expo – Indianapolis –April 23, 2015

Tammy Norman – PATINS Tech Expo – Indianapolis – April 23, 2015

Wendi Campbell – CPI Nonviolent Crisis Intervention Refresher – Ft Wayne – April 28-29, 2015

Colleen Jankovich – PLC Committee State Visit – Place TBD – Date TBD

Christy Unger - PLC Committee State Visit – Place TBD – Date TBD

Brock Richardson - PLC Committee State Visit – Place TBD – Date TBD

Katy Lewis - PLC Committee State Visit – Place TBD – Date TBD

Kay Lazar - PLC Committee State Visit – Place TBD – Date TBD

Heather Yentes - PLC Committee State Visit – Place TBD – Date TBD

Kristy Vazquez - PLC Committee State Visit – Place TBD – Date TBD

Kerrie Bell - PLC Committee State Visit – Place TBD – Date TBD

Marc Vester - PLC Committee State Visit – Place TBD – Date TBD

Georgia Everett - PLC Committee State Visit – Place TBD – Date TBD

Quentin Brown - PLC Committee State Visit – Place TBD – Date TBD

Jenny Bray - PLC Committee State Visit – Place TBD – Date TBD

Kendra Metcalf - PLC Committee State Visit – Place TBD – Date TBD

Haleigh Johnson - PLC Committee State Visit – Place TBD – Date TBD

Mary Grinstead - PLC Committee State Visit – Place TBD – Date TBD

Ann Taylor - PLC Committee State Visit – Place TBD – Date TBD

Lissa Stranahan – Title III Meeting – WVEC – March 19, 2015

Wendi Campbell – JANUS Services Facility Tour – Noblesville – Date TBD

Suzie Reagle – JANUS Services Facility Tour – Noblesville – Date TBD

Suzie Reagle – DAMAR Services Facility Tour – Indianapolis – Date TBD

Wendi Campbell –DAMAR Services Facility Tour – Indianapolis – Date TBD

Wendi Campbell – Special Ed Facilities and Services Tour – Lafayette – April 1, 2015

Suzie Reagle – Special Ed Facilities and Services Tour – Lafayette – April 1, 2015

Mary Pruiett – SLP Cooperative Meeting – Place TBD – Date TBD

Dawn Lytle – Capacity Building Institute – Indianapolis – April 22, 2015

Emily Nicholson – Special Ed Facility and Services Tour - Lafayette – April 1, 2015

Sherry Yazel – IUK Counselor’s Workshop – IUK – March 20, 2015

Lissa Stranahan – KASEC Evaluator Meeting – WSC – March 31, 2015

Jill Wyrick – KASEC Evaluator Meeting – WSC – March 31, 2015

Erika James – KASEC Evaluator Meeting – WSC – March 31, 2015

Barb Barrett – NCSC Training – WSC – Date TBD

Tina Smith – NCSC Training – WSC – Date TBD

Sherry Riley – NCSC Training – WSC – Date TBD

Nicole Rodman – NCSC Training – WSC – Date TBD

Emily Parry – NCSC Training – WSC – Date TBD

Emily Nicholson – NSCS Training – WSC – Date TBD

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

Item #14 – Board Member Roundtable

Mr. Maugans commented on how wonderful it is to see so many things happening in Panther Pride.

Mr. Koloszar shared how glad he was to see the alternative physical education credit happening.

Mr. Kenworthy talked about attending the recent robotics event at Kokomo, and his appreciation for Mr. Reel.

Mr. Wells continued the discussion regarding the book “The Art of School Boarding”.

Item #15 – Signing of Documents

The proper documents were signed.

Item #16 – Adjournment

The meeting was adjourned at 6:50 p.m.

