

Western School Corporation

Russiaville, IN 46979

May 19, 2015

Minutes of the regular meeting of the Western Board of School Trustees held on May 19, 2015.

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

Others Present: Randy McCracken, Abby Rodgers, Heather Hendrich, Pam Carter, Lissa Stranahan, Craig Shearer, Vicki Hill, Della Clouse, Stacy Hawkins, Mikki Jeffers, Christy Unger, Suzanne Evans, Bev Austin, Ann Loveless, Rick Davis, Matt Carver, Ann Taylor, Jenny Bray, Allison Turner, Adam Morelock, Julie Pownall, Twyla Carlson, Steve Arthur, Sarah Kritzman and Pat Quillen

Mr. Koloszar 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. McCracken indicated that he had additions to agenda item #16, 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. Maugans made a motion to approve the minutes of the April 21, 2015 regular 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:

- WMS Academic Teams had a great showing at their recent competition on May 2, 2015 at Tecumseh MS: Math and Interdisciplinary placed first, Science placed second, and third place in English/LA and Social Studies.

- He presented an article from a recent story in the Sports Journal, regarding Samantha Hemming, former Western student, and her softball career at Indiana Wesleyan University.
- Congratulations to Middle School bowler Connor Shane who won the 6th Grade Boys division Saturday at Market Square Lanes in Lafayette with scores of 122, 164, 147, and 143. Connor qualified to bowl in the Semi-State tournament.
- WHS is aiding in the restoration of the Passenger Station in Russiaville: The Environmental Science Club from Western High School will be designing and installing landscaping on the west end of the property. Students will draw up the plan, make a budget, select plants, write letters asking for donations of materials, and plant the area. Department Chair, Adam Morelock, is planning the work for early to mid-May. You can see as you drive by, the old damaged trees have been removed from the property. This will allow the students to do the landscaping. It also makes way for new trees to be planted by the town's Park & Tree Board.
- Thomas Gatewood, State Geography Bee Winner, received a personal invitation from Vice President Joe Biden for an ice cream social after the first round of competition in Washington DC. Both he and Miss Veldkamp (WMS Geography Bee Sponsor) were in the Vice President's home on the evening of May 11, to eat ice cream and meet him.
- WMS Academic Super Bowl ranked Top 10 in Class 2 for the State
- Mikki Jeffers, Howard County Recycling, presented an award to WPS and WIS for their recycling efforts, in which they won second place in the State Recycle Bowl Competition.

Item #6 – Reports

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

WESTERN SCHOOL CORPORATION
TREASURER'S REPORT
BOARD MEETING 05/19/15

Bank Balance

FFBT- Checking Account Balance 04/01/15	\$5,888,531.80
Non-Revenue Receipts	316,399.72
MTD Revenue	1,539,538.10
Disbursements from Clearing Accounts	297,192.35
MTD Disbursements	<u>2,053,294.74</u>
Checking Account Balance 04/30/15	\$5,393,982.53

Total Depository Balance 04/30/15 \$5,393,982.53

Vendor Claims Submitted For Approval

#67814 – 67832 of 04/22/15 - 04/30/15	\$414,207.20
#67833 – 68014 of 05/01/15 - 05/19/15	<u>\$858,527.76</u>
TOTAL:	\$1,272,734.96

Payroll Claims Submitted for Approval

# 20 of 04/10/15	\$531,511.90
# 21 of 04/24/15	<u>\$489,938.61</u>
TOTAL:	\$1,021,450.51

Interest on Checking 01/01/15 to 04/30/15 \$3,217.32
pc

Mr. Wells made a motion to approve the Treasurer's Report and Claim Docket. Mr. Gaskins seconded the motion which passed 7-0.

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

School Board Report

May 19, 2015

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 April
- Completed all annual bus driver and bus aide evaluations
- Completed all annual maintenance staff evaluations
- Completed all annual school liaison officer staff evaluations
- Attending bi-weekly Progress Construction Meetings
- Attended PLC team visit to Brownsburg on April 22, 2015
- Held semester bus evacuation for all students on April 23, 2015
- Attended 'Promise Indiana' Conference on April 24, 2015 at Manchester University
- Attended Mayor's Substance Abuse Committee Meeting on April 28, 2015
- Attended Juvenile Detention Alternatives Initiative of Howard County meeting on April 29, 2015
- Held School Safety Committee Meeting on May 12, 2015
- Attended Wellness Committee Meeting on May 13, 2015
- Attended PLC Committee Meeting on May 18, 2015

<u>Discipline</u>	<u>Transportation</u>	<u>Other</u>
4/1/15 (WMS)	4/15/15 (Assisted with elementary student who fled bus stop)	4/17/15 (Vehicle fire in front of WHS)
4/2/15 (WMS)		4/17/15 (Home visit for WMS; attendance)
4/2/15 (WHS)	4/28/15 (Assisted with vehicle accident in High School parking lot)	4/27/15 (Home visit for WMS student to check welfare of student)
4/15/15 (WHS)		4/27/15 (Spoke to WHS class regarding current drug issues)
4/20/15 (WMS)		4/27/15 (Delivered letter to home for WMS)
4/21/15 (WPS)		
4/22/15 (WHS)		
4/27/15 (WPS)		
4/27/15 (WHS)		

*School Liaison Officers are also monitoring student drop-off and pick-up areas daily. They have been a huge help with enforcing new drop-off and pick-up procedures for Middle School and High School students.

*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 5/19/15

1. Website Update- We have been working with our website hosting company migrating our website to a new version. The content will stay the same and is in a similar place and layout but the new version adds features like:
 - Mobile browsing
 - Interactive menus
 - Easier management
 - Google calendar integration
2. Working on renewals for our subscriptions and support contracts.
3. Summer Conference Planning. We are full and have a waiting list!!
www.elearningnexgen.com
4. We are continuing to prepare for summer project items that need to be completed.
 - Lab update
 - cleaning/ organizing and flashing iPads
 - Wireless updates
 - server updates
 - pc imaging

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

Important Items from Wednesday April 15, 2015 – Tuesday, May 12, 2015

- ❖ Conducted a total of 44 case conferences
- ❖ ISTEP+ testing has been completed at WIS and WMS
 - 3rd, 4th, 6th, 7th, and all students with the screen reader accommodation in grades 5th and 8th took the paper/pencil version
 - 5th and 8th grade took the assessment online
 - There were some minor issues with tests freezing. Computers affected had to be restarted, but all work was saved once restarted so the students could continue from where they were working.

- ❖ ECA testing for each Biology, English 10, and Algebra I is underway at WHS. Once again, there have been some minor issues associated with computers freezing up due to their new testing platform. There was one instance where a student lost the essay he was writing and had to complete it again. There was another instance in which a student's test did not save. The tech team was able to pull the cache files and the testing vendor was able to recover the test.
- ❖ NCSC testing window is Mar 30th – May 15th
- ❖ Attended the monthly KASEC Coordinator's Meeting
- ❖ Visited Brownsburg with our PLC Committee
- ❖ Met with a representative from the Migrant Education Program
- ❖ Met with a representative from NWEA for a presentation on the assessment tool
- ❖ Interviewed applicants for the open special education teaching positions

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

1. Summer School Update

We are in the process of finalizing the numbers for Summer School. Western again will host Summer School for the Life Skills Program for Eastern, Maconaquah, Northwestern, Taylor, Tipton, Tri-Central and Western students. Life Skills Jump Start will only include Northwestern, Taylor, Tipton, Tri-Central and Western since Eastern and Maconaquah have earlier start dates.

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 and classes to be offered. We need a minimum of 15 students in classes that qualify for reimbursement.

2. Building Construction Bonds – We have the following bonds for our construction projects through the Western School Building Corporation:
- \$3,340,000 First Mortgage Bonds, Series 2015A
 - \$2,000,000 First Mortgage Bonds, Series 2015B
 - \$2,000,000 First Mortgage Bonds, Series 2015C

Closing was on May 12, 2015, with the purchaser of the bonds being Huntington Public Capital Corporation.

Total Bond proceeds are \$7,688,225 (total principal amount of Bonds plus Bond premium in the amount of \$375,750 less placement agent fee in the amount of \$27,525).

In addition, we have a General Obligation Bond for \$1,900,000 that will also be used for the projects.

When we began this process, we shared with the community that we would complete the projects and structure our debt so that we would not raise our debt service levy above where it was in 2014 (\$2,841,678). We actually focused on the amount \$2,826,000 as we progressed through planning process for the projects. The attached debt service picture which incorporates the actual amounts of all debt and bonds shows that other than in 2016, we will be at our levy target of \$2,826,000. In 2016, we will actually be slightly over our target but will use Rainy Day Funds to off-set the levy so that we keep our pledge to our community. In 2015, our debt service levy actually decreased to \$1,923,129 which is the result of one debt falling off before the three bonds above come on.

3. Current Planning

- Finalizing Summer School Numbers
- Building Projects
- Continuing to look for ways to provide more instructional time for struggling students
- Beginning 2016 Budget Process

Item #7 – 2015-16 Book Fees

Mr. Maugans made a motion to approve the book fees for SY 2015-16 for all buildings. Mr. Wells seconded the motion which passed 7-0.

Item #8 – 2015-16 Handbooks

Mr. Gaskins made a motion to approve the employee and student handbooks for all school buildings, the transportation handbooks, the maintenance/custodian handbooks and the support staff packet for 2015-16. Mrs. Shepherd seconded the motion which passed 7-0.

Item #9 – Indiana Online Academy

Mr. Kenworthy made a motion to approve the request from Mr. Davis to expand our curricular offerings via the Indiana Online Academy. Mr. Koloszar seconded the motion which passed 7-0.

Item #10 – Permission to Enter Into Contracts

Mrs. Shepherd made a motion to approve the request from Mrs. Stranahan to enter into contracts with the following:

- Bona Vista/Positive Results
- Kokomo School Corporation Head Start
- First Steps

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

Item #11 – Latch Key Waiver

Mr. Gaskins made a motion to allow Mrs. Stranahan to request a waiver for latch key based on lack of parent interest. Mr. Wells seconded the motion which passed 7-0.

Item #12 – Saturday School

Mr. Kenworthy made a motion to approve the request to reinstate Saturday School for the 2015-16 school year. Mr. Maugans seconded the motion which passed 7-0.

Item #13 – Acceptance of Donations

Mrs. Shepherd made a motion to accept the following donations:

- Terry Muson/Foresite, Inc. - \$500.00 for Panther Tech
- The Chrysler Foundation - \$800.00 for Panther Tech World Championship
- Andymark Inc. - \$800.00 for Panther Tech World Championship
- Eugene Kostrewa - \$100.00 for Panther Tech World Championship
- Alan Girton/Farm Bureau - \$100.00 for Panther Tech World Championship
- Keystone Steel and Wire Co. - \$164.00 for WHS FFA
- Functional Devices - \$350.00 for Panther Tech
- [Del-Ra - \\$500.00 for KASEC](#)

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

Item #14 – Athletic Camps

Mr. Maugans made a motion to approve the following athletic camps:

- Summer Swim Lessons
- Girls Basketball
- Boys Basketball
- Football
- Tennis
- Volleyball

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

Item #15 – Overnight Camp Approval

Mr. Wells made a motion to approve the following overnight athletic camps:

- Boys Basketball, June 26-28, 2015
- Girls Basketball, July 8-9, 2015
- Football, July 9-11, 2015

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

Item #16 – Personnel

Mrs. Shepherd made a motion to approve the following personnel items:

1. Recommendations:

- Vicki Hill, WPS Secretary
- Haleigh Johnson, Primary Teacher
- Susan Harris, Temp Life Skills Para, KASEC
- Kay Lazar, Sarah Bourff, Daniel Newton, Homebound
- Tina Smith, Temp Spec Ed Teacher
- Jacob Feasel, Special Education Teacher, WMS
- Nina Sonnenberg, Special Education Teacher, WMS
- Jill Wyrick, Speech Language Pathologist
- Suzanne Evans, Special Education Teacher, WMS
- Allison Turner, Special Education Teacher, WIS
- Melissia Grant, Ag Teacher, WHS
- Part Time SLPA
- Stipends for Summer CPI Training
- Summer Technology Training
- Extension of Contract for School Psychologist
- Food Service Make Up Day
- Summer School/Jump Start Nurse Coverage
- Adam Morelock, Varsity Girls Basketball Coach
- Cara Miller, Varsity Cheerleading Coach
- Laura Zabst, Varsity and JV Assistant Coach
- Olivia Kitts, 8th Grade Cheer Coach
- Kara Dukes, 9th Grade Cheer Coach

2. Discontinuation of Employment:

- Rachel Csonka, DHH Interpreter
- Jennifer Dale, WHS

3. FMLA:

- Sue Smolek, KASEC

4. Temporary Leave:

- Melody Marley, KASEC
5. Resignations:
- Jennifer Nahlik, WHS
 - Georgia Everett, Science Academic Super Bowl and Class of 2018 Sponsor, WHS
 - Emily Parry, KASEC
 - Amanda Simmons, KASEC
 - Aarika York, WMS
 - Josie Miller, Panther Tech, WHS
 - Marsha Downing, WPS
 - Kara Dukes, 8th Grade Cheer Coach

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

Item #17 – Professional Improvement Requests

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

Lissa Stranahan – Connecting Special Education Evaluation, Eligibility and Services – Indianapolis – May 20-21, 2015

Ryan Williams – Bendix Brake Training – Huntington – August 18-20, 2015

Emily Klingler – Commodity Co-op Bid Evaluation – Frankfort – May 8, 2015

Emily Klingler – ISNA Nutrition Research Committee Meeting – Indianapolis – April 30, 2015

Charisse Smith – ITEP A.I.M. HIRE Educators Field Day – ITP1 – April 24, 2015

Laurel Van Dyke – iPad Accessibility Boot Camp for Teachers of the Visually Impaired – Indianapolis – June 18-19, 2015

Keith Whitford – ITG Conference – Ohio State University – May 28-29, 2015

Carrie Worland – Connecting Special Education; Evaluation, Eligibility and Service – Indianapolis – May 20-21, 2015

Suzie Reagle – Summit on Disproportionality – Indianapolis – June 12, 2015

Suzie Reagle – Multi-tiered System of Supports – Carmel – June 16, 2015

Jacob Turner – Conexus HIRE TECH Year 2 Training – Pike HS – June 22-26, 2015

Jacob Turner – Touchstone Award Presentation – Chrysler Plant –Tipton – May 13, 2015

Wendi Campbell – Multi-tiered System of Supports – Carmel – June 16, 2015

Wendi Campbell – WISE Workshop – Northfield HS – June 10-11, 2015

Suzie Reagle – WISE Workshop – Northfield HS – June 10-11, 2015

Lexi Olmstead – WISE Workshop – Northfield HS – June 10-11, 2015

Mary Evans – WISE Workshop – Northfield HS – June 10-11, 2015

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

Item #18 – Board Member Roundtable

Mr. Wells thanked the principals for their work on the handbooks.

Mr. Koloszar commended the students for their work on the Russiaville Historical Society project.

Mr. Maugans shared a book that he had recently read, David and Goliath, by Malcolm Gladwell.

Mr. Gaskins thanked everyone for a great school year and wished everyone a restful summer.

Mrs. Shepherd congratulated the WPS and WIS on their efforts with the Penny Pitch. She also thanked Main Street Baptist Church for donating door prizes and feeding the students during the Russiaville Town Clean Up Day.

Mrs. Singer commented on how wonderful the Fine Arts Festival was.

Mr. Kenworthy shared another chapter of the book The Art of School Boarding.

Item #19 – Signing of Documents

The proper documents were signed.

Item #20 – Adjournment

The meeting was adjourned at 6:47 p.m.