

Western School Corporation
Russiaville, IN 46979
March 21, 2017

Minutes of the regular meeting of the Western Board of School Trustees held on Tuesday, March 21, 2017 at 6:00 p.m.

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

Members Absent: Donna Shepherd

Others Present: Randy McCracken, Abby Rodgers, Heather Hendrich, Pam Carter, Lissa Stranahan, Craig Shearer, Suzie Reagle, Christy Unger, Joan Mast, Cindy Lester, Rick Davis, Kay Lazar, Jenny Bray, Steve Arthur, Ann Taylor, Nancy Grobengeiser, Pat Quillen, Tracy Horrell, Joshua Larsh, Georgia Everett, Ann Loveless, Tyler, Ann, Joseph and Jacob Moore

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

Item #1 – Opening of the Meeting

Mr. Maugans called the meeting to order at 6:02 p.m.

Item #2 – Approval of the Agenda

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

Item #3-Approval of the Minutes

Mrs. Singer made a motion to approve the minutes of both the February 21, 2017 regular meeting and executive session. Mr. Gaskins seconded the motion which passed 6-0.

Item #4 – Opportunity for Public Comment

Ms. Cindy Lester thanked everyone at Western and the Western community for their support over the last 28 years.

Item #5 – Panther Pride

Dr. Hendrich presented the Employee and Students of the Month:

WPS: Eli Mast

WIS: Erin Goley

WMS: Joseph Moore

WHS: Caeley Lenn

Employee: EJ Tolle

Item #6 – Reports

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

WESTERN SCHOOL CORPORATION TREASURER'S REPORT BOARD MEETING 03/21/2017	
<u>Bank Balance</u>	
FIRST BANK OF BERNE:	
Checking Account Balance 02/01/17	\$7,180,836.27
Non-Revenue Receipts	6,840,606.14
MTD Revenue	1,809,083.34
Disbursements from Clearing Accounts	6,836,291.16
MTD Disbursements	<u>1,834,818.35</u>
Checking Account Balance 02/28/17	\$7,159,416.24
Total Depository Balance 02/28/17	\$7,159,416.24
<u>Vendor Claims Submitted For Approval</u>	
#72241 – 72255 of 02/22/17 - 02/28/17	\$364,247.77
#72256 – 72412 of 03/01/17- 03/21/17	<u>\$866,384.35</u>
TOTAL:	\$1,230,384.35
<u>Payroll Claims Submitted for Approval</u>	
#16 of 02/10/17	\$586,880.30
#17 of 02/24/17	<u>\$567,293.91</u>
TOTAL:	\$1,154,173.61

Interest on Checking 01/01/17 to 02/28/17	\$10,331.78
pc	

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

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

- Attached you will find School Liaison Officer Report Data for the months of January-February 2017
- Annual Bus Inspection was held by State Police February 27-28, 2017
(Reports are attached)
- Held Parent Drug Education Informational Meeting on March 7, 2017

School Liaison Officer Report Data January-February 2017

<u>Discipline</u>	<u>Transportation</u>	<u>Other</u>
1/4/17 (WPS)	Assisted with student vehicle accident	Home Visit fr WHS (2/3/17)
1/12/17 (WHS)	in parking lot (2/21/17)	Home Visit for WHS (2/13/17)
1/17/17 (WHS)		Home Visit for WIS (2/27/17)
1/23/17 (WIS)		Home Visit (2/28/17)
1/23/17 (WPS)		
2/1/17 (WHS)		
2/1/17 (WIS)		
2/16/17 (WMS)		
2/17/17 (WPS)		
2/27/17 (WHS)		
*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:

1. We had to reduce our E-Rate network project this year due to reduced funding in CPF. We are still able to do a small portion of the project but it will put us behind on the goal of completing the network backbone upgrade in 2017.

2. The technology department has been trying to find creative ways to get newer computers for staff and student stations. Prior to 2012, the tax caps and annexation Western was able to replace computers on a 4 year cycle with funds from CPF but due the drop in the budget we have had to be creative to support the technology we have. It is getting hard and harder to be sure we continue providing the best technology we can with the funds we have. To help we have been reaching out to companies who tend to recycle PCs after 3 or 4 years of use, we have some PCs in the district that are 10 + years old. First Farmers Bank and Trust has been gracious enough to donate PCs that they are aging out. We received 27 computers from them and they are slated to donate more as the year goes on. These donations will allow us to focus funds on 1:1 infrastructure and other technology items.

3. We have also been working on new and updated NEOLA policies. Some of the technology policies they are updating and adding address many new technologies and accessibility.

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

➤ **Testing**

- ISTEP Part I (Applied Skills) for grades 3-8 and 10 has been completed via paper/pencil.
- IREAD3 for grade 3 has been completed
- ISTEP Part II (Multiple Choice) for grades 3-8 and 10 will be completed during the window of April 17 – May 5. This must be completed online.
- ISTAR (Non-Diploma) for grades 3-8 and 10 will be completed individually April 10 – May 19
- CogAT and IOWA testing has been completed for grades K and 2nd grade to assist in high ability identification

➤ **Other**

- Participated in the interview process for the Instructional Coach and Curriculum Director positions
- Chaperoned a field trip with Mrs. Metcalf and 12 juniors and seniors to Ivy Tech in Lafayette for post-secondary transition services

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

1. Alternative School Funding
We received \$6,300.81 for our Alternative School Program for 2016. This is down from the previous two years, which were \$7,229.01 for 2015 and \$10,050.00 for 2014. These funds will be used to off-set the salary of our Alternative School supervisor.
2. Textbook Adoption Update – This is the adoption year for Science and Health for grades K - 12. This month the textbook materials to be introduced are for the Primary, Middle School and High School only. The Intermediate wanted another month to review materials. There will then be a 30 day review period for the public for comments or concerns to be shared. A formal recommendation for the materials will be made in April for the Primary, Middle School and High School and in May for the Intermediate.
3. Textbook Reimbursement – The textbook reimbursement rate for free and reduced students this year is \$81.62. This is up slightly from previous years.
4. Strategic Planning Team – In response to the Climate Audit and to better gather input from all stakeholder groups, I plan to create a Strategic Planning Team that will meet quarterly to discuss school issues and plan for school improvement. The team will consist of the following:
 - Two Board Members
 - Two Central Office Administrators (Superintendent and Assistant Superintendent)
 - Four Building Principals
 - Five WEA appointed teachers (one from each – Primary, Intermediate, Middle School, High School, and KASEC)
 - Three Teachers appointed by the Superintendent
 - Four Support Staff Members
 - Four Parents (One Parent Advisory Council Member from each building)
 - Two Students (One from the Middle School and one from the High School)
5. Summer School – We are in the process of planning for this year's Summer School and Jump Start program. We have added back in the possibility for additional offerings during Summer School for the Primary, Intermediate and Middle School. Attached is the tentative teacher application and budget. Final offerings will be based on student numbers.
6. State Evaluation Assessment (see attached)
7. Current Planning
 - Reviewing our Teacher Evaluation Process
 - Facility Updates
 - Negotiations – Compensation Model
 - Summer Teacher Training
 - Technology
 - Apple Leadership Training – June 6

- eBackpack
- Staff Sharing
- Professional Learning Communities
- Summer Curriculum Writing and Bundle Assessments

Item #7 – Surplus Property

Mr. Koloszar made a motion to approve the declaration of the 1993 Ford Full Size Maintenance Van as surplus property. Mr. Wells seconded the motion which passed 6-0.

Item #8 – Maintenance Truck Purchase

Mr. Gaskins made a motion to approve the purchase of a new maintenance truck thru Brad Howell Ford. Mrs. Singer seconded the motion which passed 6-0.

Item #9 – CTE Course Changes

Mr. Gaskins made a motion to approve the addition of the following CTE courses:

- Plant and Soil Science (5170)
- Transportation Systems (4786)
- Technology Enterprises (4806)

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

Item #10 – Acceptance of Donations

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

- Anonymous cash donation of \$1750.00 for PantherTech
- Community Foundation of Howard County donation of \$1250.00 for Howard County Music Festival
- Susan Deckinga donation of a piano for choir department
- First Farmers Bank and Trust donation of 27 computers

Mrs. Singer seconded the motion which passed 6-0.

Item #11 – Textbook Adoption

The Board was provided with the textbook information for WPS, WMS and WHS. The materials are now in the 30 day display period with formal recommendation in April.

Item #12 – Summer Swim Lessons

Mr. Kenworthy made a motion to approve the summer swim lessons as requested by Brad Bennett. Mr. Wells seconded the motion which passed 6-0.

Item #13 – Landscaping Bid

Mrs. Singer made a motion to approve Blue Line Landscaping to care for the athletic fields. Mr. Koloszar seconded the motion which passed 6-0.

Item #14 – NEOLA

The Board was presented with several policies for first read.

Item #15 – Personnel

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

1. Recommendations:
 - a. Kirsten Lumpkins – Custodian
 - b. Dan Macaluso – Bus Driver
 - c. Thomas Black – Custodian
 - d. Sacha Burkett – MS Art Club Sponsor
 - e. Adam Whitfield – Liaison Officer
 - f. Donald Spear – Bus Driver
 - g. Nina Sonnenberg, Jacob Feasel, and Bev Austin – Homebound
 - h. Jenna Moree – Instructional Coach
 - i. Madison Quinnette – Instructional Coach
 - j. Nora Stephens – HS English Teacher
 - k. Stacey Brown – Curriculum Director/Secondary Instructional Coach
 - l. Kay Lazar – Volunteer Girls Tennis Asst Coach
 - m. Dean Shepherd – Volunteer Boys and Girls Track Coach
2. Contract Extension:
 - a. Erika James
3. Retirements:
 - a. Cindy Lester, WHS
 - b. Dave Anderson, KASEC
4. Resignations:
 - a. Dee Emmons, WHS
 - b. Jim Irwin, Transportation
 - c. Kara Dukes, JV Cheerleading Coach
 - d. Cara Miller, Varsity Cheerleading Coach
 - e. Ryan Berryman, 7th Grade Boys Basketball Coach
 - f. Bart Miller, Varsity Boys Basketball Coach

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

Item #16 – Professional Improvement Requests

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

Steve Arthur – Adv Safety Academy – Indianapolis – May 15-16, 2017

Laurel Van Dyke – PATINS – Carmel – April 12, 2017

Ashley Gaskins – PATINS – Carmel – April 12, 2017

Rebecca Hickey – PATINS – Carmel – April 12, 2017

Robert Sylvester – The Brain, Behavior, Learning and Engagement – WVEC – April 10, 2017

Heather Yentes – The Brain, Behavior, Learning and Engagement – WVEC – April 10, 2017

Marti Lushin – Regional Skills Navigator Workshop – Avon – March 8, 2017

Lissa Stranahan – Spring Title III Meeting – WVEC – May 9, 2017

Dawn Lytle – PATINS – Carmel – April 12, 2017

Sarah Kritzman – Spring FACS Conference – Indianapolis – April 21, 2017

Kent Carter – WWETT – Indianapolis – February 22-24, 2017

Leslie Guy – Prevent Child Abuse Conference – Oakbrook Church – April 11, 2017

Leslie Guy – INSSWA Spring Seminar – Indianapolis – May 12, 2017

Stacy Hawkins – CPI Training – Western – March 22, 2017

Carrie Worland – CPI Training – Western – March 22, 2017

JoAnn Lee – CPI Training – Western – March 22, 2017

Mary Evans – CPI Training – Western – March 22, 2017

Emily Parry – CPI Training – Western – March 22, 2017

Beth Hurlock – CPI Training – Western – March 22, 2017

Lisa Evans – CPI Training – Western – March 22, 2017

Jami Boe-Jeffery – CPI Training – Western – March 22, 2017

Jenny Bray – CPI Training – Western – March 22, 2017

Nancy Erb – CPI Training – Western – March 22, 2017

Kim McHaney – CPI Training – Western – March 22, 2017

Kathleen James – CPI Training – Western – March 22, 2017

Allison Turner – CPI Training – Western – March 22, 2017

Emily Klingler – Food Service Meeting – WVEC – March 17, 2017

Leslie Guy – Indiana School Social Work Assn Meeting – Indianapolis – March 15, 2017

Kristi Leap – Howard County Prevent Child Abuse Conference – Oakbrook – April 11, 2017

Kristi Leap – Indiana School Social Work Assn Meeting – Indianapolis – May 12, 2017

Kendra Metcalf – Leadership Development Program – Purdue – April 13, 2017

Suzie Reagle – Ball State Teacher Job Fair – Ball State – April 26, 2017

Wendi Campbell – Ball State Teacher Job Fair – Ball State – April 26, 2017

[Tracy Horrell - IPLI](#)

Mrs. Singer seconded the motion which passed 6-0.

Item #17 – Board Member Roundtable

Mr. Gaskins wished everyone a safe and happy spring break.

Mrs. Singer commented on how outstanding the Howard County Music Festival was.

Mr. Koloszar thanked Ms. Lester for her work at Western and wished her the best in her retirement.

Mr. Wells echoed Mr. Koloszar's sentiments regarding Ms. Lester and also wished everyone a happy spring break.

Item #18 - Signing of Documents

The proper documents were signed.

Item #19 – Adjournment

The meeting was adjourned at 6:31 p.m.