

NORTHERN WELLS COMMUNITY SCHOOLS
EXECUTIVE SESSION & REGULAR SCHOOL BOARD MEETING
ADMINISTRATIVE OFFICES
TUESDAY, APRIL 2, 2019
4:30 & 5:30 P.M.

Executive Session

Public notice of the date, time, place and specific reference to the enumerated instance for which the executive session was held had been previously posted according to statute on March 28, 2019, at 4:00 p.m. local time.

Angie Topp called to order the executive session of the Board of School Trustees. Present at the meeting were Angie Topp, President; Scott Elzey, Vice-President; Karen Harris, Member; Corey Krug, Member; and Superintendent Mills.

We hereby certify that the Board met in executive session for the following purpose in accordance with I.C. 5-14-1.5-6.1(b):

For discussion of the assessment, design, and implementation of school safety and security measures, plans, and systems.

To discuss a job performance evaluation of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.

We further certify that no subject matter other than the subject specified in the public notice was discussed.

The meeting was adjourned and moved into regular session.

Pledge of Allegiance & Moment of Silence

Call to Order

Public notice of the date, time and place of the Board meeting had been previously posted according to statute on Thursday, March 28, 2019, at 4:00 p.m. local time.

Angie Topp called to order the regular meeting of the Board of School Trustees. Present at the meeting were Angie Topp, President; Scott Elzey, Vice-President; Karen Harris, Member; Corey Krug, Member; Superintendent Mills, IT Director Jeff Miller, NHS Athletic Director Kelby Weybright, Buildings & Grounds Supervisor Adam Heckber, NHS Principal David Parker, NMS Principal Tim Wilson, NMS Assistant Principal Holly Morgan, Devan Filchak News Banner, Jennifer Nes, and four guests.

NOTE: All actions of the Board were duly moved, seconded and adopted upon unanimous vote of the Board, and without dissenting vote or abstention, unless otherwise stated.

Public Comment

Angie Topp asked if there was anyone present who wished to make a comment to the Board. A visitor registration card was received from Brandon Monticue.

Brandon Monticue spoke with concerns about the interview process for the Central Office payroll position in particular. Monticue believes that the Board should have a policy to require existing employees to be interviewed for open positions. He stated that his wife, who is a current teaching assistant at Norwell Middle School, was qualified for the position and did not get an interview for the position.

Recognition

The Board recognized NHS Band Director Cory Kelley and the NHS Winter Guard & Drumline students for their recent success at state finals. Those present were Malina Wills, Elizabeth Wood, Alexa Harris and Maryn McBride.

Approval of the Minutes

Superintendent Mills recommended approval of the minutes of the executive session and regular meeting of March 5, 2019. Following review by the Board and responses to questions posed, the Board approved the minutes as presented.

Approval of Claims

Superintendent Mills asked if there were any questions concerning the claims. Following review by the Board and responses posed, the Board approved the claims as presented.

Education Fund	37,916.15
Operations Fund	191,155.90
School Lunch	21,401.70
Curricular Materials Rental	565.67
Educational License Plates	280.00
School Lunch Donation	436.70
Donation to Schools for Students	80.00
2018-19 Tchr of Year-R Bower	11.69
2018-19 High Ability Grant	580.46
NESP Grant	651.23
CTE Career/Tech Grant	175.00
Title II, Part A FFY17	862.08
<u>Total of Funds</u>	<u>\$254,116.58</u>

<u>Totals by Clearing</u>	
OES - Library Proceeds	\$98.17
School Lunch Clearing Acct.	\$53.90
<u>Total of all Clearing</u>	<u>\$152.07</u>

Grand Total \$254,268.65

Personnel

Superintendent Mills presented the following personnel items.

Resignations:

Avery Fath – NHS JV Basketball Coach

Recommendations:

Jack Stinson – NHS Volunteer Asst. Baseball Coach

Melissa Chism – Central Office Payroll

Rick Hipsher – Seasonal Grounds Keeper

Donations:

\$200 from Pretzels, Inc. to OES 5th Grade Graduation

\$40 from Don & Julie Jeffrey to OES Library

Trip Requests:

Overnight NHS Percussion/Band IPA State Finals did not need approved they did not need to stay overnight.

Overnight – NHS Skills USA State Competition Indianapolis April 19-20.

Following review by the Board and responses to questions posed, the Board approved the personnel items, donations, and trip request as presented. (See Attached)

NHS Winter Sports Summary

NHS Athletic Director Kelby Weybright reviewed with the Board a summary of the high school winter sports. Weybright asked the Board if they had any questions about the report/summary. The Board had no questions. The Board thanked Weybright for the update. (See Attached)

NMS Winter Sports Summary

NMS Assistant Principal Holly Morgan reviewed with the Board a summary of the middle school winter sports. Morgan asked the Board if they had any questions about the report/summary. The Board had no questions. The Board thanked Morgan for the update. (See Attached)

Additional NHS Assistant Track Position

NHS Principal Kelby recommended that the Board approve an additional track assistant position. Weybright shared that following our Champions Together School Assembly, it is our intent to field a Unified Track team this spring at Norwell High School. The position will be primarily responsible for working with our Unified Track athletes, as well as with the Boys &

Girls teams that we are currently fielding. Following review by the Board and responses to questions posed, the Board approved the additional NHS Assistant Track position as presented. (See Attached)

Tobacco or Tobacco Substitutes Policies

Superintendent Mills shared that at the last meeting the question, “Do we have a smoke free campus?” was brought up. Mills shared that he had contacted NEOLA for policies about Tobacco or Tobacco Substitutes policies. The policies discussed were 1615 Use of Tobacco or Tobacco Substitutes by Administrators, 3215 Use of Tobacco or Tobacco Substitutes by Profession Staff, 4215 Use of Tobacco or Tobacco Substitutes by Support Staff, 5512 Use of Tobacco or Tobacco Substitutes by Students, and 7434 Use of Tobacco or Tobacco Substitutes by Visitors. Mills shared that these are replacement policies for the current policy, currently a person could stand 8ft away from the building and smoke. Board member Corey Krug addressed the issue of a person on school grounds but in their own car. Vice President Scott Elzey had a question about “possession” to be further defined, for example if a grandparent had cigarettes in their car. It was reviewed that possession was on the “Student” 5512 Policy. The decision was made to change the title of Policy 5512 to include STUDENTS in the title. Krug asked about new signage. Mills responded that we would need new signage. After discussion, Mills said he would bring the policies back with the changes for a 2nd Reading and approval at the next board meeting. Following review by the Board and responses to questions posed, the Board approved the 1st Reading with changes as presented. (See Attached)

Field Trips or Corporation Sponsored Trips Policies

Superintendent Mills presented to the Board Policy 2340 in reference to Field and Other Corporation-Sponsored Trips. Mills shared that the policy would help when athletic teams or individuals qualify for a state tournament event that would require an overnight stay on relatively short notice. Mills added that it would be good to review all trips and that could be done a couple different ways. He explained that in the suggested policy that NEOLA makes available options to choose within the policy. Mills suggested that the Board approve all trips and an option is to annually approve a list of potential field and corporation-sponsored trips. Each proposed field and corporation-sponsored trip that wasn't listed must be approved by the Board. Items also discussed were the charge of reasonable fees for field trips, no student being denied participation for financial inability, nor shall non participation be penalized academically, students on the trips remain under the Corporations administrative guidelines and other school rules. Mills said he would like the Board to act on the policy at the next Board meeting. A motion was made to accept on 1st Reading the Policy 2340 with changes as discussed. Following review by the Board and responses to questions posed, the Board approved the 1st Reading with changes. (See Attached)

Apple Inc. Lease

Superintendent Mills recommended the Board approve a lease with Apple Inc. to replace MacBook Airs. Mills shared that the original MacBooks were purchased, prior to the iPads, over 5 years ago and are ready to be replaced. Mills said it is better financially to spread the cost over a 3-year period and the cost does not exceed \$148,059.40. The existing MacBooks will be sold

to Diamond Assets at an estimate of around \$40,000. Following review by the Board and responses to questions posed, the Board gave approval to enter into the proposed lease agreement as presented. (See Attached)

Superintendent's Report

Superintendent Mills shared that April 15th will be the final Strategic Planning meeting at the Central Office from 6:30 – 8:30 PM for this school year.

Mills shared that the Bond sale has taken place for the projects and the closing date is April 17th, the money will be available then and the final number is less than what we were asking because some of the bond holders paid a premium to get those bonds which lowers the amount. Mills said that tax bills came out and they have gone up. Mills said that he didn't believe that our school rate had much of an impact and that he would study it to explain it to our school community from our end what happened to those taxes. The bids for the projects, all but the concession stand restrooms and the football field, will be in on April 11th, and at the next Board meeting we will be asked to approve the bids.

The next School Board meeting will be April 16nd at the High School.

Adjournment

There being no further business, the School Board meeting was adjourned.

Angie Topp, President

Scott Elzey, Vice-President

Gene Donaghy, Secretary

Karen Harris, Member

Corey Krug, Member

NORTHERN WELLS COMMUNITY SCHOOLS
STRATEGIC PLANNING MONDAY APRIL 15, 2019@6:30 PM
EXECUTIVE SESSION WEDNESDAY APRIL 17, 2019@4:30 PM
EXECUTIVE SESSION THURSDAY APRIL 18, 2019@4:30 PM
EXECUTIVE SESSION & REGULAR SCHOOL BOARD MEETING
TUESDAY, APRIL 16, 2019@4:15 & 5:30 P.M.
ADMINISTRATIVE OFFICE

Executive Sessions

Public notice of the date, time, place and specific reference to the enumerated instance for which the executive sessions were held had been previously posted according to statute on April 11, 2019, at 4:00 p.m. local time and April 12, at 4:00 p.m. local time, and Strategic Planning on April 10, 2019, at 4:00 p.m. local time.

We hereby certify that the Board met in the Strategic Planning Committee on April 15, 2019 at 6:30 PM at Central Office in accordance with I.C. 5-14-1.5-6.1(b). Present at the meeting were Angie Topp, President; Scott Elzey, Vice-President; Gene Donaghy, Secretary; Corey Krug, Member; and Superintendent Mills.

We hereby certify that the Board met in executive session on April 17, 2019 at 4:30 PM at Central Office in accordance with I.C. 5-14-1.5-6.1(b) to receive information about and interview prospective employees. Present at the meeting were Angie Topp, President; Gene Donaghy, Secretary; Karen Harris, Member; Corey Krug, Member; and Superintendent Mills.

We hereby certify that the Board met in executive session on April 18, 2019 at 4:30 PM at Central Office in accordance with I.C. 5-14-1.5-6.1(b) to receive information about and interview prospective employees. Present at the meeting were Angie Topp, President; Scott Elzey, Vice-President; Gene Donaghy, Secretary; Karen Harris, Member; Corey Krug, Member; and Superintendent Mills.

Angie Topp called to order the executive session of the Board of School Trustees. Present at the meeting were Angie Topp, President; Scott Elzey, Vice-President; Gene Donaghy, Secretary; Karen Harris, Member; Corey Krug, Member; and Superintendent Mills.

We hereby certify that the Board met in executive session for the following purpose in accordance with I.C. 5-14-1.5-6.1(b):

The purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties.

For discussion of the assessment, design, and implementation of school safety and security measures, plans, and systems.

To receive information about and interview prospective employees.

To discuss a job performance evaluation of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.

We further certify that no subject matter other than the subject specified in the public notice was discussed.

The meeting was adjourned and moved into regular session.

Pledge of Allegiance & Moment of Silence

Call to Order

Public notice of the date, time and place of the Board meeting had been previously posted according to statute on Thursday, April 11, 2019, at 4:00 p.m. local time.

Angie Topp called to order the regular meeting of the Board of School Trustees. Present at the meeting were Angie Topp, President; Scott Elzey, Vice-President; Gene Donaghy, Secretary; Karen Harris, Member; Corey Krug, Member; Superintendent Mills, IT Director Jeff Miller, Buildings & Grounds Supervisor Adam Heckber, Dana Wannemacher Barton Coe Vilamaa, NHS Principal David Parker, Glen Werling News Banner, Jennifer Nes, and 4 guests.

NOTE: All actions of the Board were duly moved, seconded and adopted upon unanimous vote of the Board, and without dissenting vote or abstention, unless otherwise stated.

Public Comment

Angie Topp asked if there was anyone present who wished to make a comment to the Board. No comments were made.

Approval of the Minutes

Superintendent Mills recommended approval of the minutes of the executive session and regular board meeting conducted April 2, 2019. Following review by the Board and responses to questions posed, the Board approved the minutes as presented.

Approval of Claims

Superintendent Mills asked if there were any questions concerning the claims. Following review by the Board and responses posed, the Board approved the claims as presented.

Education Fund	210,445.48
Operations Fund	305,598.66
School Lunch	5,146.54
Curricular Materials Rental	50,426.08
<u>Tchr Creativity-Canal Boat Tour</u>	<u>80.00</u>
Total of All Funds	\$571,696.76

<u>Totals by Clearing</u>	
Total of all Clearing	\$0.00
Grand Total	\$571,696.76

Personnel

Superintendent Mills presented the following personnel items and donations.

Resignations:

Haylie Pepper – OES Bear Care
Becky Miller – NHS Cheer Team
Bret Landrum – NHS Industrial Tech Teacher

Leave:

Brandi Mickelson – LES 4th Grade Teacher
Nicky Lenwell – LES Teaching Assistant

Donations:

OES Library Donations
\$40 Richard & Diane Dunifon
\$50 Mary & Melvin Day
\$50 Janet Vincent
Aetna Foundation Matching Funds to NHS
\$226.80 Boys Basketball Program
\$240.56 Student Activities
Park United Brethren Church Food Fight Donation of \$500

Following review by the Board and responses to questions posed, the Board approved the personnel items, and donations as presented. (See Attached)

Tobacco & Tobacco Substitutes Policies -2nd Reading

Superintendent Mills recommended that the Board approve on 2nd Reading the Tobacco & Tobacco Substitutes Policies 1615, 3215, 4215, 5512, & 7434. Following review by the Board and responses to questions posed, the Board approved the Policies as presented. (See Attached)

Field Trip Policy 2340 – 2nd Reading

Superintendent Mills recommended that the Board approve on 2nd Reading the Field Trip Policy 2340. Following review by the Board and responses to questions posed, the Board approved the Policy 2340 as presented. (See Attached)

Summer School Teaching Positions

Superintendent Mills recommended posting twelve elementary summer school teaching positions for the IREAD-3 Summer School Program. Mills also recommended two high school summer school positions. Following review by the Board and responses to questions posed, the Board approved the summer school positions as recommended. (See Attached)

Award Contracts for Ossian Elementary & Norwell High School Projects

Dana Wannamacher of Barton Coe Vilamaa gave a summary of the April 11, 2019 bids that were received, opened and read aloud for the projects of Norwell High School Partial Reroof, Ossian Elementary School Reroof, Norwell High School Door Replacement, Norwell High School Tennis Court Resurfacing & Norwell High School Gym/Auditorium HVAC Replacement.

Superintendent Mills recommended that the Board accept the following bids:

Norwell High School Partial Reroof – McGruff Roofing, \$331,200
Ossian Elementary School Reroof – Fort Wayne Roofing, \$1,156,000
Norwell High School Door Replacement – James S. Jackson Co., LLC \$176,899
Norwell High School Tennis Court Resurfacing – Wayne Asphalt \$328,500
Norwell High School Gym/Auditorium HVAC Replacement - \$669,999 plus \$124,622 for equipment being purchased separately through a national purchasing agreement.

Following review by the Board and responses to questions posed, the Board accepted the bids as recommended. (See Attached)

NHS Multipurpose Field/Turf Conversion

Superintendent Mills recommended the Board approve the Sprinturf's Proposal in the amount of \$947,027 for the NHS Multipurpose Field/Turf Conversion. Following review by the Board and responses to questions posed, the Board accepted the proposal as recommended. (See Attached)

Superintendent's Report

Superintendent Mills reported that the corporation had received the Phase II Subsurface Investigation Report for Lancaster Park and if the park is considered for development there is nothing to worry about.

Mills reported that the Strategic Planning Meeting was held Monday at the Central Office and that attention is being focused on how we work with kids especially in the social & emotional environment. Also discussed were the career activities that are currently happening. Mills asked if there were questions.

President, Angie Topp expressed how nice the tablecloths and banners of the schools looked for the meeting.

Member, Gene Donaghy shared that the pitching cages at the softball field look nice. He also commended those involved in fundraisers at the high school for the “Riley Dance Marathon” and the middle school for “Honor Flights”.

Adjournment

There being no further business, the School Board meeting was adjourned.

Angie Topp, President

Scott Elzey, Vice-President

Gene Donaghy, Secretary

Karen Harris, Member

Corey Krug, Member