

NORTHERN WELLS COMMUNITY SCHOOLS
EXECUTIVE SESSION & REGULAR SCHOOL BOARD MEETING
ADMINISTRATIVE OFFICES
TUESDAY, JUNE 5, 2018
4:45 & 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 May 31, 2018, at 4:00 p.m. local time.

Scott Elzey called to order the executive session of the Board of School Trustees. Present at the meeting were Scott Elzey, President; Donna Spear, Vice-President; Angie Topp, Secretary; Peggy Eschenbacher, 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):

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.

Public Comment

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

Call to Order

Public notice of the date, time and place of the Board meeting had been previously posted according to statute on Thursday, May 31, 2018, at 4:00 p.m. local time.

Scott Elzey called to order the regular meeting of the Board of School Trustees. Present at the meeting were Scott Elzey, President; Donna Spear, Vice-President; Angie Topp, Secretary; Peggy Eschenbacher, Member; Superintendent Scott Mills; and 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.

Approval of the Minutes

Superintendent Mills recommended approval of the minutes of the regular board meeting of May 15, 2018. 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.

General Fund	25,431.06
2017-18 Prf. Development	127.69
Debt Service	40,958.00
Capital Projects Control	30,457.41
CPF Emergency Repair	247.58
School Transportation	1,365.86
Tchr Creativity-Breakout EDU NHS	275.00
School Lunch Donation	272.43
Schl Lunch/Brfst Donation-Yoder	14.67
Naturally Speaking 17-18	375.00
Wetlands/OES Outdoor Lab Donatin	12.95
High Ability 18	226.17
Driver Education Program	7,750.00

Personnel

Superintendent Mills presented the following personnel items and donations.

Resignations:

Emily Threewits – Building Technology Resource
Danielle Studabaker – NMS Teaching Assistant

Retirements:

Jane Kunkel – Bus Driver

Recommendations:

Jessica Thompson – NMS 6th Grade Science Teacher 2018-19
Cale Grzych & Jonathan Snyder – NHS Volunteer Asst. Football Coaches
Bill Bostain – NMS Technology Education Teacher
Madeline Bates – LES Teacher
Taylor Evans – LES 2nd Grade Teacher
Cory Kelley – NHS Director of Bands
Jason Brown – NHS Asst. Band Director
McKenzey Denney – NHS Color Guard
Henry Conser – NHS Percussion/Drum Line
Cory Kelley – NHS Pep Band

Cory Kelley – NHS Summer Band Director (1/2)
Sam Wells – NHS Summer Band Director (1/2)
Kelly Tucker & Lori Stanfield – NHS National Honor Society
Kyle Bailey – NHS Summer School Teacher Agricultural Experience
Sheila Byler – OES 5th Grade Teacher
Katie Lopolito-Meyer – NMS Guidance
Kyle Patterson – NHS Guidance

Donations:

TI Group Automotive Systems \$1000 to NHS Boy's Golf Program

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

One-Time Stipend for Food Service Employees

Superintendent Mills recommended that the Board approve a one-time salary stipend for all of the food service employees. Mills noted that he had drafted an additional letter to the Board to explain that the food service fund had a rather considerable deficit in the beginning of the year and that the cafeteria staff did not get pay raises this year when other employee groups received pay raises. The cafeteria staff had cut hours to be able to help with the problem. Mills noted that because of their efforts they have made a huge dent in the deficit. Mills believes that sometime in the next school year the deficit would be eliminated. Mills proposed a one-time stipend that would be equal to two times their daily pay that would be awarded to the hourly paid cafeteria employees at their regular rate who successfully completed their 2017-18 school year. Following review by the Board and responses to questions posed, the Board approved the one-time stipend for food service employees as presented. (See Attached)

Overnight Trip

Superintendent Mills recommended that the Board approve an overnight trip June 18-21, 2018 for NHS FFA to Purdue University for IN State FFA Convention. Following review by the Board and responses to questions posed, the Board approved the trip as presented. (See Attached)

Out of State Trip

Superintendent Mills recommended that the Board approve an out of state trip for NMS 7th Grade to Kings Island, Mason, Ohio on April 26, 2019. Following review by the Board and responses to questions posed, the Board approved the trip as presented. (See Attached)

Textbook & Technology Fees 2018-19

Superintendent Mills recommended that the Board approve the Technology & Textbook rental fees for the 2018-19 school year. Mills noted that in an effort to keep the fees as low as possible he recommended no increase:

Grades K-2 \$125
Grades 3-5 \$145
Grades 6-8 \$165
Grades 9- 12 \$165*

These rental fees **include** the workbooks and iPads, which will be used in lieu of or in conjunction with textbooks. These rental fees **do include** the cost of a protective case and a keyboard for grades 6-12.

Rental fees also include AppleCare that will cover any warranty related issues with the iPad or its charger. Accidental damage will be repaired under AppleCare for a cost of \$49.

Parents and students, 18 years of age and older, will be required to maintain the iPad charger and charger cord over the life of the iPad.

*In addition to this rental cost, students attending shared CTE programs will be required to pay for the costs charged by the school hosting the program that are associated with that course. Also, dual credit courses and AP courses may require charges or fees above and beyond this technology & Textbook fee.

Following review by the Board and responses to questions posed, the Board approved the 2018-19 Textbook & Technology fees as recommended. (See Attached)

Employee Handbook

Superintendent Mills reviewed the Support Staff Employee Handbook with the Board. Mills noted additions and changes to the handbook and will bring the handbook to the Board for approval at the June 19, 2018 meeting.

Superintendent's Report

Superintendent Mills thanked the Board for their participation in the graduation ceremony and believes the ceremonies were excellent. Mills noted that we are now in summer mode with projects happening at the schools.

The next Board meeting will be June 19th at the Central Office.

Adjournment

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

Scott Elzey, President

Donna Spear, Vice-President

Angie Topp, Secretary

Gene Donaghy, Member

Peggy Eschenbacher, Member

NORTHERN WELLS COMMUNITY SCHOOLS
EXECUTIVE SESSION & REGULAR SCHOOL BOARD MEETING
ADMINISTRATIVE OFFICES
TUESDAY, JUNE 19, 2018
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 June 14, 2018, at 4:00 p.m. local time.

Scott Elzey called to order the executive session of the Board of School Trustees. Present at the meeting were Scott Elzey, President; Donna Spear, Vice-President; Angie Topp, Secretary; Peggy Eschenbacher, Member; Gene Donaghy, 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 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.

Public Comment

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

Call to Order

Public notice of the date, time and place of the Board meeting had been previously posted according to statute on Thursday June 14, 2018, at 4:00 p.m. local time.

Scott Elzey called to order the regular meeting of the Board of School Trustees. Present at the meeting were Scott Elzey, President; Donna Spear, Vice-President; Angie Topp, Secretary; Peggy Eschenbacher, Member; Gene Donaghy, Member; Superintendent Scott Mills; and 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.

Approval of the Minutes

Superintendent Mills recommended approval of the minutes of the executive session and regular board meeting of June 5, 2018. 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.

General Fund	158,571.11
2017-18 Prf. Development	4,075.00
Debt Service	931,654.02
Retirement/Sev Bond Debt Serv	182,721.06
Referendum Fund-exempt CPF	496,167.00
Capital Projects	104,503.43
Cap Projects Emergency Repair	13,129.99
School Transportation	60,374.62
School Bus Replacement Fund	15.00
School Lunch	24,571.76
Non-English Speaking Program	199.99
Driver Education Program	663.00
Title I, 2017-18 School Year	2,325.93
Group Insurance-Health	41,197.40
Group Insurance-Retiree Health	12,439.00
MFG Class Set-Up	17,204.00

Personnel

Superintendent Mills presented the following personnel items and donations.

Resignations:

Stephanie Scott – NHS Assistant Swim Coach
 Abigail Schoeff – NMS ED/ASD Teacher
 Kathi Runyon – LES Resource Teacher
 Jenelle Rindahl – NMS Coach
 Adam Prater – NMS Football Coach
 Jarrod Kunkel – Bus Driver

Recommendations:

Laura Dannebohm – NHS English/Theatre Arts Teacher
 Bryan Swineford – NHS Asst. Wrestling Coach

Mackenzi Cannici – NHS Volunteer Volleyball Assistant Coach

James Spera – NHS Volunteer Assistant Football Coach

Shawn Page – NMS Teaching Assistant

Julee Bradburn – LES Food Service

Leave:

Cory Kelley – Military Leave

Donation:

\$2440 from Ford Drive 4 Ur Scholar Program to NHS/NMS Athletics

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

Support Staff Employee Handbook

Superintendent Mills recommended that the Board approve the Support Staff Employee Handbook with changes. Mills noted that there were a few word changes such as replacing custodial with maintenance in the Appendix D. President Scott Elzey asked the Board to grant approval to Superintendent Mills to correct grammar, word changes as needed. The Board granted the request. Following review by the Board and responses to questions posed, the Board approved the employee handbook with changes as presented. (See Attached)

NHS Parent/Student Handbook 2018-19

NHS Assistant Principal, Alex Nafziger reviewed with the Board changes to the NHS Parent/Student Handbook for 2018-19. Nafziger noted that most of the changes were dates and language related. Following review by the Board and responses to questions posed, the Board approved the changes as presented. (See Attached)

NMS Parent/Student Handbook 2018-19

NMS Assistant Principal, Holly Morgan reviewed with the Board changes to the NMS Parent/Student Handbook for 2018-19. Morgan shared changes in the medication policy to be consistent in all buildings, changes regarding make-up work, and items removed from the handbook to reflect updated policies and changes in technology. Following review by the Board and responses to questions posed, the Board approved the changes as presented. (See Attached)

NMS Winter & Spring Sports Summaries

NMS Assistant Principal Holly Morgan reviewed with the Board the middle school 2017/18 winter & spring sports summary. She reported the numbers of boys and girls participating in basketball, cheer, wrestling, swimming & diving, track and soccer as well as their season record. (See Attached)

NHS Spring Sports Summary

NHS Athletic Director Kelby Weybright reviewed with the Board the 2017/18 spring sports summary along with improvement plans for each program from coaches. Weybright reported the numbers of boys and girls participating and the season record for each in track, tennis, boys' golf, softball and baseball. (See Attached)

LES & OES Latchkey, Bear/Bobcat Care, & Parent/Student Handbooks 2018-19

Elementary assistant principals, Kristen Wall and Adam McAfee reviewed with the Board changes to the Latchkey, Bear/Bobcat Care, & Parent/Student Handbooks 2018-19. Wall reported changes to the Bobcat/Bear Care handbook which added in the event of an eLearning day, Bear and Bobcat Care will be open 6:30 a.m. – 6:00 p.m. and if children are at school when the decision is made to cancel school, Bear care and Bobcat Care will remain open until 6:00 p.m. and that “parents will be called to pick up their children within an hour of the closing” will be removed from the handbook. Wall & McAfee shared the OES/LES Parent/Student Handbook changes including updated dates, removing the seven-day advanced notice and approval by building principal for field trips, updating the medication policy, and school immunization requirement table added to the handbooks for both elementary schools. Following review by the Board and responses to questions posed, the Board approved the OES/LES Latchkey, Bear/Bobcat Care & Parent/Student Handbooks with changes as presented. (See Attached)

Grants

President Elzey stated that he had a question for Superintendent Mills in regards to Grants. Elzey inquired about grant writing and how it is accomplished within our corporation. Mills noted that in the past Cheryl Campbell was the grant writer but when the budget was tight, the position was eliminated and now there are fewer grants available to schools than there used to be. Mills shared that other staff members most closely associated with the specific grant have written the grants and questioned if re-creating such a position would gain the school corporation enough additional grants to offset the salary that would be required.

Certificate of Distinction

Superintendent Mills presented Brandon & Shelley Monticue with a Certificate of Distinction in honor of their daughter Michaela Adam.

Superintendent's Report

Superintendent Mills shared with the Board that he is pleased with the progress that is being made with summer projects at the schools. Mills shared that upon entering Norwell's parking lot there will no longer be a curve but a straight shot into the school.

NMS Principal, Tim Wilson shared that the NMS Academic Bowl finished 2nd in state in Language Arts.

The next Board meeting will be July 17th at the Central Office.

Adjournment

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

Scott Elzey, President

Donna Spear, Vice-President

Angie Topp, Secretary

Gene Donaghy, Member

Peggy Eschenbacher, Member