

NORTHERN WELLS COMMUNITY SCHOOLS
EXECUTIVE SESSION & REGULAR SCHOOL BOARD MEETING
LANCASTER ELEMENTARY
TUESDAY, SEPTEMBER 4, 2018
4:15 & 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 August 30, 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; Gene Donaghy, Member; 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):

Collective bargaining.

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.

Call to Order

Public notice of the date, time and place of the Board meeting had been previously posted according to statute on Thursday, August 30, 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; Gene Donaghy, Member; 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.

Recognition

A reception with cookies and punch was held prior to the Board meeting to recognize retirees and new employees.

Superintendent Mills recognized NWCS retirees and presented them with a certificate and plaque. Those present were:

Loni Baker – Teacher 30 years
Tami Hulvey – Teacher, 16 years
Rhonda Rasdorf – Teacher, 29 years
Janice Schwartz – Food Service, 26 years
Jan Vogleman – Teacher, 39 years
Charlotte Yencer – Bus Driver, 26 years

Those retirees unable to attend were:

Jane Kunkel – Bus Driver, 16 years
Roy Billington – Custodian, 37 years

The building principals then introduced their new teaching staff.

Summer Innovation Professional Development

LES 3rd grade teachers; Deb Dilley and Cylie Krug shared their 2017 summer professional development enabled them to work and develop kits using Math Genius for their students. The teachers shared that the kits allowed students to see their progress and share their learning while using data analysis, making graphs, the students took control of their learning.

Public Comment

Scott Elzey 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 meeting of August 21, 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	34,524.51
Capital Projects	22,883.37
Capital Projects (Emerg Repair)	10,995.00
School Transportation	30,905.98
School Lunch	1,630.57
Repair & Replacement	100,000.00
FY19 Secured School Safety Grant	5,696.99
Driver Education Program	200.00

Personnel

Superintendent Mills presented the following personnel items.

Recommendations:

NHS Volunteer FFA Sponsors – Wendy Bailey & Ami Crow
Melissa Curry – OES Preschool Assistant
Luke Bittner – NHS Volunteer Assistant Baseball Coach
Angie Gaier – LES Teaching Assistant

Donations:

\$400 - Park United Brethren Church for Needy Families Student Lunches
\$71 - OES retired teachers to be used for students in need, for fieldtrips.

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

Broadcasting/Recording of Future Board Meetings

Superintendent Mills gave an update in reference to future board meetings being broadcasted and/or recorded. Mills shared that IT Director, Jeff Miller was going to meet with Huntington County Schools and The Wells County Voice to gain information in reference to what system to use for future board meetings. Mills also noted that the school board meetings are public and anyone may come to a meeting and record or video if they would like.

Exit Interviews

Superintendent Mills also reported that he had met with the Exit Interview Committee that consists of Angie Topp, Secretary and Peggy Eschenbacher, Member. The committee will bring an exit interview outline to the next board meeting on September 18, 2018.

2623.01 Test Security Policy

Superintendent Mills recommended approval of the revised 2623.01 Test Security Policy. Following review by the Board and responses to questions posed, the Board approved the Test Security Policy as presented. (See Attached)

PL221 Plans

Superintendent Mills requested approval of the Summary of Changes to the NMS School Improvement Plan. NMS Tim Wilson presented the changes and following review by the Board and responses to questions posed, the Board approved the Summary of Changes as presented. (See Attached)

2019 Budget Presentation

Superintendent Mills discussed with the Board and guests the 2019 NWCS School Budget Draft. Mills presented a power point covering items such as Budget Considerations, HEA 1009 & HEA 1167, Funds requiring DLGF approval, Revenue Sources, Basic Grant calculation, Other Sources of Revenues, New Laws & Old Laws, what the Debt Service Pays for, Budget Report, School Pension Debt, Referendum Debt, Education & Operations Funds, Education Fund Proposed Budget as of 9-4-2018 (\$14,150.0000), Operations Fund Proposed Budget as of 9-4-2018 (\$8,016,843), and Capital Projects Proposals. Mills shared that the power point would be available on line on the NWCS website School Board page. Mills asked if there were any questions. There were no questions. (See Attached)

Superintendent's Report

Superintendent Mills shared these important dates:

Sept. 17 - Strategic Planning at the central office.

Sept. 18 - School Board meeting at the central office.

Sept. 18 – Final review of 2019 Budget before posting notice.

Oct. 2 – Public Hearing on 2019 Budget prior to regular board meeting.

Oct. 16 – Board meeting to adopt 2019 budget, tax rates, & tax levies.

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 OFFICE
TUESDAY, SEPTEMBER 18, 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 September 13, 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; Gene Donaghy, Member; 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):

Collective bargaining.

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 records classified as confidential by state or federal statute.

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.

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, September 13, 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; Gene Donaghy, Member; 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 executive session and regular meeting of September 4, 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	37,249.41
Capital Projects	70,425.33
Capital Projects (Emerg Repair)	1,155.00
School Transportation	13,609.71
School Lunch	42,921.92
Curricular Materials Rental	17,312.95
Tchr Creativity-Robotics Program	3,264.63
School Lunch Donation	217.59
Wetlands/OES outdoor lab donation	400.00
High Ability 18	111.09
Title I, 2017-18 School Year	19.03
Title I, 2018-19 School Year	60.00

Personnel

Superintendent Mills presented the following personnel items and donations.

Resignations:

Kristina Riley – LES Latchkey

Leave:

Janice Kenline

Scott Mills

Recommendations:

OES –Breanna Newell Mentor for Breanna Colvin

NMS Winter Coaches (See Attached)

Destinea Mason – LES Teaching Assistant

Donations:

\$100 – Six Mile Church Missions for NMS students in need.

LES – Donation of Framed Art

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

Exit Interviews for Employees

Superintendent Mills recommended that the Board approve the NWCS Exit Interview Survey with one change. Mills shared that the original draft stated that the responses to the exit interviews will be held confidential and shared directly with the School Board of Trustees of NWCS by the Treasurer/HR employee. The change would replace “Treasurer/HR employee” with “Central Office Staff”. Following review by the Board and responses to questions posed, the Board approved the Exit Interview Survey with the change. (See Attached)

2019 School Budget Revisions

Superintendent Mills presented revisions to the 2019 School Budget including the new operations total of \$8,722,296. Mills said that he had inadvertently left some technology expenses out of the presentation at the last board meeting that would increase the amount to be budgeted an additional \$700,000. Mills shared that with the potential that teachers would receive raises in the 2019-20 school year, which would increase Education Fund costs in the second half of 2019, he felt there was a need to add \$90,000 to the Education Fund making the new total \$14,240,000. He also requests that the budget include a request for an appropriation of \$273,629 from existing Rainy Day funds to cover interest of proposed building projects such as OES roof. Mills shared the Rainy Day fund request is just to ask for legal authority to access that money for a project. Mills asked the Board to approve permission to post the budget and advertise it on the State of Indiana Gateway governmental website starting Thursday. Following review by the Board and responses to questions posed, the Board approved advertising the budget with the revisions. (See Attached)

IT Presentation

IT Director Jeff Miller presented information regarding the NWCS App, GPS Tracking and Mobile Hotspots, and Board Meeting Live Streaming Options. Miller shared that the app is up and running, activity schedules, lunch menus, Powerschool, etc. can be accessed through the app. Secretary Angie Topp asked how the app would be promoted. Miller shared that a message would be sent through instant connect to promote the app with instructions. Miller asked the Board for feedback on the possibility of adding GPS tracking to buses so that we know exactly where they are and the possibility of adding mobile hotspots to buses who are traveling for an hour or more for extra-curricular activities or overnight trips. After questions from the Board Miller said that he would look into the cost and return with more information. Miller presented options for live streaming of board meetings. After discussion the Board agreed to keep any streaming video in-house and keeping archives if the storage is available. President Scott Elzey asked Miller to bring a cost proposal for the MEVO camera for streaming with a formal recommendation for the board. Miller agreed to return to the next meeting for a recommendation. Superintendent Mills stated that he would explore the legalities of live streaming in regards to public access requests and Indiana’s Open Door Law.

NHS-Additional Teaching Assistants

NHS Principal, David Parker recommended that the Board approve two additional teaching assistants for the high school. Parker reasoned that the existing systems for credited Basic Skills Development/study hall classes for resource students do not meet DOE guidelines. An additional teaching assistant is needed to meet the needs of our pending program and schedule changes. Also, due to high levels of need of our current Special Education population, an additional teaching assistant is needed to assist in implemented highly structured curricular and behavioral supports. Following review by the Board and responses to questions posed, the Board approved the two additional teaching assistants as presented. (See Attached)

PL221 Plans

Superintendent Mills requested approval of the changes to the School Improvement Plans for 2018-19 for NHS, LES, and OES. NHS Principal David Parker, LES Principal Ginger Butcher, and OES Principal Cathy Dunwiddie presented the changes. Following review by the Board and responses to questions posed, the Board approved the revised School Improvement Plans as presented. (See Attached)

Area 18 Agreement

Superintendent Mills discussed with the Board the newly proposed Area 18 agreement. He shared that around May of 2017, Southern Wells school board announced that it would send buses into their neighboring districts to the south, Jay County, Blackford County and Huntington County to pick up students who wished to attend Southern Wells. He said that this policy upset the superintendents of those districts who then called for the Area 18 Advisory Board to meet to propose a new agreement that would prohibit a member school from doing what Southern Wells would be doing. Mills felt the move was in retaliation for what Southern Wells had the legal authority to do. Mills stated that he did not think that NWCS should have to get rid of an agreement that we are happy with because other member schools are having squabbles about Southern Wells driving buses into their district to transport students back to Southern Wells. Mills stated that he did not support what Southern Wells was doing, but it was their legal right to do so. He added that if the State Board of Education (SBOE) sides with the seven school corporations in Area 18 that have already voted to annul the existing agreement and issues a ruling that the proposed agreement is permissible and legal, then he will return to the NWCS Board and recommend that NWCS join the new agreement. Mills stated joining the new agreement, if approved by SBOE, would be better than the alternative of being left out of Area 18. Mills state that he didn't feel compelled to sign a resolution one way or another at this point until there is more clarity as to what are the next steps, since we have one school that has said they're not going to be in it and the new agreement included the names of all existing Area 18 school. He had been advised by our attorney that if one school did not agree, then no agreement existed. Mills noted that not being in Area 18 would cost Northern Wells about \$23,000 in Carl Perkins grant dollars that goes to equipment and supplies each year. Board members agreed, no vote was taken.

Overnight Trips

Superintendent Mills recommended that the Board approve two overnight trip requests for the NHS FFA. The trips include Morgan County, October 19-10 and the National FFA Convention in Indianapolis on October 24-27, 2018. Following review by the Board and responses to questions posed, the Board approved the trips as presented. (See Attached)

Superintendent's Report

Superintendent Mills reported that the Strategic Planning meeting was held last night and that those in attendance reviewed the history of strategic planning and discussed the implementing of student-led conferences along with career awareness and preparation. The next Strategic Planning meeting is scheduled for November 12th at the Central Office.

Mills asked if there were any questions. Vice-President Donna Spear asked that if a student transfers out are we still contacting them for the reason why they transferred out. Mills responded that we do not contact them after they leave but we do track the underlying reasons why students leave NWCS. Each has a great deal of insight as to why students leave and they share that with central office. We have a list of those students and the reasons they depart so that we know real-time mobility in and out of the district. Mills noted that many of the students move because of the parents' job or work opportunities but there are a variety of other reasons also. If we find that there are issues presented that give us reason to work on systems improvement, we take those steps that help improve our system.

Mills announced that tomorrow, September 19th, will be an eLearning Day for students and Professional Development Day for teachers.

NWCS will march in the Bluffton Street Fair industrial parade on Thursday, Sept 20th. Mills encouraged guests and the Board to attend.

The next Board meeting will be October 2nd at Norwell Middle School.

Member Gene Donaghy shared that there will be a bench dedication at Norwell High School for the Class of 1968 on Saturday, September 22nd.

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