

NORTHERN WELLS COMMUNITY SCHOOLS  
EXECUTIVE SESSIONS MONDAY APRIL 6, 2020 & TUESDAY APRIL 7, 2020 @ 4:00  
PM, WEDNESDAY APRIL 8, 2020 & THURSDAY APRIL 9, 2020 @ 5:00 PM.  
EXECUTIVE SESSION & REGULAR SCHOOL BOARD MEETING  
TUESDAY APRIL 14, 2020 @ 4:30 & 5:30 PM.  
ADMINISTRATIVE OFFICE

Executive Sessions April 6-9, 2020

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 April 1, 2020, at 4:00 p.m. local time.

We hereby certify that the Board met in executive session on April 6, 2020 at 4:00 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; and Corey Krug, Member.

We hereby certify that the Board met in executive session on April 7, 2020 at 4:00 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; and Corey Krug, Member.

We hereby certify that the Board met in executive session on April 8, 2020 at 5:00 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; and Corey Krug, Member.

We hereby certify that the Board met in executive session on April 9, 2020 at 5:00 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; and Corey Krug, Member.

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

Executive Session April 14, 2020

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 April 9, 2020, 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 (electronically), 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):

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.

For discussion of records classified, as confidential by state or federal statute.

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 9, 2020, 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 (electronically), Vice-President; Gene Donaghy, Secretary; Karen Harris, Member; Corey Krug; Member, Superintendent Mills, IT Director Jeff Miller, Jennifer Nes and Glen Werling News Banner.

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 March 10, 2020 and executive session and special board meeting conducted March 24, 2020. 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	63,940.28
Operations Fund	17,310.58
School Lunch	1,285.22
Child Care Program	239.39
Title I 2019-20 School Year	1,209.56
<u>Total of All Funds</u>	<u>\$83,985.03</u>

<u>Totals by Clearing</u>	
Federal Taxes	\$35,656.64
Teachers OASI	24,402.07
Non Certified OASI	7,942.26
Annuities	7,568.78
A/F HSA Accounts	1,111.24
Section 125 Flex Benefits	2,966.21
Child Support – Wells County	80.00
<u>Total of all Clearing</u>	<u>\$79,727.20</u>

Grand Total \$163,712.23

Personnel

Superintendent Mills stated that there were no resignations, no retirements, no leaves and no recommendations.

Donations

Superintendent Mills presented the following donations.

\$400 Park United Brethren Church Food Fight Donation  
 \$300 Anonymous Donation to NHS Boys' & Girls' Track  
 \$750 from Wells County Foundation/Deb Neuenschwander Memorial  
 Fund to OES for Library Books  
 \$337.50 Elks Lodge #796 Donation for LES 3<sup>rd</sup> Grade Transportation to  
 the Shrine Circus.

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

### Out of District Transfers

Superintendent Mills recommended to the Board that NWCS not accept any out-of-district students to enroll retroactive to March 19, 2020 and through the remainder of the 2019-20 school year, due to the challenges created by the school closure and eLearning model required to complete the 2019-20 school year. Mills shared that the out-of-district students currently enrolled will continue to be enrolled and we are and will continue to accept out-of-district students to enroll for the 2020-21 school year. Following review by the Board and responses to questions posed, the Board approved not accepting any out-of-district students for the remainder of the 2019-20 school year as presented. (See Attached)

### Facility Use

Superintendent Mills recommended to the Board that due to the Executive Orders by the Governor of the State of Indiana related to COVID-19 that all NWCS school buildings be closed to all people at all times with the following exceptions: Construction workers on school projects, NWCS non-certified workers deemed to be essential, NWCS certified staff conducting work directly related to their jobs, Children of NWCS certified staff who must accompany their parent while the parent is at school (these children must remain with their parent at all times), Wells County Sheriff's Department deputies which includes some Bluffton City & State officers also that are utilizing the NHS weight room and any instance approved by the Superintendent. Mills said that social distancing will be expected at all times by anyone who must be in any NWCS building and that NWCS will not police recreational use of outside facilities as long as no damage to school property occurs. Following review by the Board and responses to questions posed, the Board approved the Facility Use as presented. (See Attached)

### Adopt Resolution Regarding COVID 19, The Role of the Superintendent & Public Meetings

Superintendent Mills recommended the Board adopt the Resolution Regarding COVID-19, The Role of the Superintendent, and Public Meetings. Secretary Gene Donaghy made a motion to approve, Vice-President Scott Elzey seconded. President Angie Topp asked for all those in favor 4 approve and Corey Krug opposed. Following review by the Board and responses to questions posed the Board adopted the Resolution Regarding COVID-19, The Role of the Superintendent, and Public Meetings as presented. (See Attached Resolution 1)

### eLearning Plan Required by the DOE

Superintendent Mills explained that the Indiana Department of Education is requiring all school districts to submit their plans for eLearning by April 17th because they want to know what schools are doing at this point. Mills noted that the plan can be revised at this point. Mills reviewed with the Board the plan and stated that the corporation needs some time to see how the eLearning process is working before we can have a final plan and that he expects to have a final approval of the plan at the April 28<sup>th</sup> board meeting or the first meeting in May. (See Attached Plan)

### iPads-Sell Back & New iPad Lease

Superintendent Mills shared information regarding a new lease agreement to purchase iPads for students and staff and to sell the existing iPad inventory to a 3<sup>rd</sup> party vendor. IT Director Jeff Miller shared that the current iPads are coming to the end of year three of our four year lease, at the end of this year we will no longer have AppleCare coverage for the iPads and our Logitech Rugged Keyboard/Combo case warranty will expire, our cases are worn and in bad shape, we need to purchase new cases at all grade levels, the new iPads are slightly wider than the current iPads, we would not be able to use any cases we buy for next year with any new iPads we buy after next year, our final lease payment is \$339, 515.29, and of 3 companies there are 2 offering a buy now price that guarantees an amount equal to or greater than our final lease payment. Miller recommended that the Board select the Buy Now offer from SecondLifeMac and purchase new iPads and cases for the 2020-21 school year. The purchase prices of new devices would be \$1,235,760.00 over a four(4)year lease with an estimated interest free payment of \$308, 940.00 per year. This would give us four years of Apple Care Coverage and new cases are included in this price. In addition, the cases for students in grades 3-12 would include a keyboard. The agreement would not require an iPad protection plan option. After reviewing the lease agreement with Apple Finance and the buy-back proposal from SecondLifeMac, Dr. Mills asked for a motion by the board for permission to enter into the new lease agreement with Apple Finance and to utilize the buy-back proposal from SecondLifeMac of \$348,150.00. President Topp asked if this would cause and increase of Technology/Textbook fees. Mills said we may not have to increase the fees. Following review by the Board and responses to questions posed, the Board gave approval to enter into the proposed lease agreement as presented and to utilize the proposal for the buy-back of the existing iPad inventory from SecondLifeMac. (See Attachments)

### NHS/NMS 2019-20 Winter Sports Summary

Superintendent Mills explained that due to circumstances NHS Athletic Director Kelby Weybright and NMS Assistant Principal Holly Morgan would not be at the meeting to present the reports/summaries of the winter sports. Mills noted that the Board had copies of the sports numbers, summaries, athletic accomplishments, and improvement plans. He also shared that Weybright and Morgan would be happy to present to the Board a video of their summary if the Board deemed it necessary. The Board did not require a video.

### Superintendent's Report

Superintendent Mills shared the following:

- Construction with projects is continuing as long as the workers can stay healthy and there has only been one company with potential for delays.
- Construction workers have been asked to keep practicing social distancing and appropriate precautions.
- Food delivery/pickup is going well delivering 500 meals a day and has been cut down to Tuesdays & Thursdays thus providing for 5 meals during that week. The white buses are out delivering the meals and/or homework also if students need paper/pencil work.

- Central Office is remaining open 8AM – 4PM if anyone has questions or needs information.
- NHS Graduation is still planned for June 7<sup>th</sup> and we are trying to be optimistic but if needed it could be moved into July or August.
- We will continue grades with eLearning, there are good reports from teachers and Mr. Parker has been in contact with the IDOE with graduation questions.
- Students/Parents will need to get student items picked up from the schools by May 1<sup>st</sup>.
- Shout out to our Teachers, Teaching Assistants, Cafeteria staff, Bus Drivers, and our community for pulling together in this situation. The teachers are working very hard to give quality lessons for our students and give a sense of community.
- We have the ability with our 3-D printers to make PPE, face shields. Teachers Bill Bostain & Stephanie Scott from the middle school have partnered together so for about \$2.25 each they can 3-D print and use a laminated film to make a full-face mask. We have contacted the Wells County Health Department and they will be distributing them to our local nursing homes so they can have PPE. The goal is to make 1000. Mills said he would come back to the Board to ask the Board to donate supplies.
- Shout out to Parents as the children do eLearning.

The next School Board meeting will be April 28<sup>th</sup> at Norwell High School.

### Adjournment

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

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Angie Topp, President

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Scott Elzey, Vice-President

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Gene Donaghy, Secretary

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Karen Harris, Member

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Corey Krug, Member

NORTHERN WELLS COMMUNITY SCHOOLS  
EXECUTIVE SESSIONS WEDNESDAY APRIL 15, 2020 &  
THURSDAY APRIL 16, 2020 @ 4:00 PM.  
EXECUTIVE SESSION & REGULAR SCHOOL BOARD MEETING  
TUESDAY APRIL 28, 2020 @ 4:30 & 5:30 PM.  
ADMINISTRATIVE OFFICE

Executive Sessions April 15-16, 2020

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 13, 2020, at 4:00 p.m. local time.

We hereby certify that the Board met in executive session on April 15, 2020 at 4:00 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; and Corey Krug, Member.

We hereby certify that the Board met in executive session on April 16, 2020 at 4:00 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; and Corey Krug, Member.

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

Executive Session April 28, 2020

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 April 23, 2020, 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 (electronically), 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):

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.

For discussion of records classified, as confidential by state or federal statute.

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 23, 2020, 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 (electronically), Vice-President; Gene Donaghy, Secretary; Karen Harris, Member; Corey Krug; Member, Superintendent Mills, IT Director Jeff Miller, Jennifer Nes, Glen Werling News Banner and 1 guest.

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 sessions April 6-9, 2020 and executive session and regular board meeting conducted April 14, 2020. 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	\$1,847.69
Covid-19 Related Supplies	213.49
Operations Fund	131,768.25
Covid-19 Related Supplies	187.50
<u>School Lunch</u>	<u>42,902.76</u>
Total of All Funds	\$176,919.69

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<u>Totals by Clearing</u>	
School Lunch Clearing Account	565.19

<u>IPAD Repair Parts-Covers/Cases</u>	<u>1,704.75</u>
Total of all Clearing	\$2,269.94
 Grand Total	 \$179,189.63

### Personnel

Superintendent Mills presented the following personnel items and donations.

#### Resignations:

Glen Welch – NHS Special Education Teacher, end of the 2019-20 school yr.

#### Retirements:

Diana Burgan – NHS Family & Consumer Science Teacher

Barbara Neuhauser – NHS Food Service

#### Recommendations:

Megan Simerman – OES Food Service Manager

Autumn Hoover – NHS FACS Teacher for 2020-21 School Year

#### Donations:

Toby Shaw & Staff at UTZ Quality Foods, 36 cases of snack food products

Aetna/Anonymous – \$245.52 NHS Boys' Basketball

\$262.15 NHS Swim Team

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

### IHSAA's Announcement – Athletic Physicals

Superintendent Mills shared with the Board that the IHSAA made an announcement to accept 2019-20 physicals and consent forms for the 2020-21 school year. Mills stated that he had concerns for the potential unintended consequences in doing so. Mills said that the IHSAA sent out a letter to all member schools last week. The IHSAA had a meeting with athletic directors saying that due to the situation with the Covid outbreak that they would be waiving sports physicals for students for this upcoming year, if they had a physical in the 2019-2020 school year. Mills explained that this would mean that the IHSAA would be waiving the IHSAA bylaw/Rule 3-10. He explained there are several parts to the rule: the athlete has to have an annual physical that has to be conducted after April 1<sup>st</sup>. In addition, prior to the athletic season, parents have to waive the responsibility of the IHSAA for any injury or accident their child should have because of participation. Mills shared that he finds it difficult to believe that the IHSAA should be telling parents that they have blanketly authorized from their signature in April 2019 with that in 2020-21 saying the parent is holding IHSAA harmless. Mills said it puts NWCS in a very difficult spot if we say yes and we will just roll over those athletic physicals and consent forms. Mills proposed that he meet with the school attorney to help ourselves, 1) to notify the parents, and 2) to protect ourselves going into the next school year. He said the students wellness can be decided by the parents, and if they would like to use the previous physical for the next year, why would we stop that. As far as holding harmless we should not

accept a signature from a year ago to blanketly permit students to participate the following year. Dr. Mills asked the Board for permission to contact the school attorney to draft up what we need to hold our schools harmless. Anyone who is out of state and moves into the district would have to get a new physical. If the student lives in another district and has an existing IHSAA Physical/Hold Harmless Form and attends in the incoming year, it will be accepted with the same permission form. The Board agreed for Dr. Mills to consult with the schools' attorney in reference to the IHSAA Physicals and bring the information to the next board meeting as presented.

### Superintendent's Report

Superintendent Mills shared that he listened to Tuesday's presentation by Indiana Superintendent, Dr. Jennifer McCormick and she said that the executive order by Governor Eric Holcomb is requiring schools to be closed through June 30<sup>th</sup>. Mills said this is the first we've heard of June 30<sup>th</sup> date and if it is in fact what the governor said, then it's clear our June 7<sup>th</sup> graduation can't take place at all. Mills said that the Governor's order does not say June 30<sup>th</sup>, but states the end of the school year. This would include no school activities, summer school could not take place until after June 30<sup>th</sup>, or would have to be like eLearning. Mills said it may be closer to a fall sports season that we start.

Mills said that he has met with the school nurses and will be meeting on Fridays via Zoom talking about what a safe and healthy school would look like moving forward. He explained that Dr. McCormick said they are pulling together a team from across the state to figure out what that might look like for schools and our nurses are already trying to equip the nurses' offices with the necessary supplies. Mills asked questions such as: When we reopen will we check every student who comes in the door? Are we going to have to have social distancing? If so, we won't be able to have classes that are the same size they are now. Mills said that the corporation could consider having an "A" day and "B" day where half of the students in each school building would attend on one day and half on the other day and that creates its own problems and includes Latchkey programs. Mills shared there is a possibility that schools would have to start at a later date but we just don't know.

The next School Board meeting will be May 12<sup>th</sup> at the Central Office.

### Adjournment

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

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Angie Topp, President

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Scott Elzey, Vice-President

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Gene Donaghy, Secretary

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Karen Harris, Member

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Corey Krug, Member