

NORTHERN WELLS COMMUNITY SCHOOLS  
EXECUTIVE SESSION & REGULAR SCHOOL BOARD MEETING  
ADMINISTRATIVE OFFICE  
TUESDAY, MAY 12, 2020  
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 May 7, 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, May 7, 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, Glen Werling News Banner, Jennifer Nes 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. Superintendent Mills shared that there were no white cards but that a few questions were posted that included the superintendent search update and the possibility of what school would look like in August. Mills said that later in the meeting he would like to share more about August and asked Angie Topp to share information about the superintendent search at that time also. Topp agreed.

Approval of the Minutes

Superintendent Mills recommended approval of the minutes of the executive sessions conducted April 15 & 16, 2020 and executive session and regular board meeting conducted April 28, 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	536.06
Operations Fund	69,591.34
COVID-19 Related Supplies	16.03
School Lunch	22,481.04
Curricular Materials Rental	2.45
School Lunch Donation	204.10
High Ability 2019-20	1,470.82
Title IV – Project Year 2018	1,920.00
Total of All Funds	\$96,221.84

<u>Totals by Clearing</u>	
School Lunch Clearing Account	423.35
Void Checks	564.00
Total of all Clearing	987.35

Grand Total	\$97,209.19
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Personnel

Superintendent Mills presented the following personnel items.

## Retirements:

Donna Cortright – OES Special Education Teacher, Effective 5/30/2020

Resignations:

Diane Miller – OES Food Service, Effective 5/31/2020

Laura Dannebohm – NHS English/Theatre Arts Teacher, Effective end of school year.

Donations:

\$75 Donation from Bluffton Dental Clinic for Face Shields

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

IHSAA Physicals, Notice & Student Athlete Consent Transfer Form

Superintendent Mills recommended that the Board approve the Notice to Parents /Guardians of Student-Athletes and Student-Athlete Consent Transfer Form. Mills explained that the IHSAA had granted schools permission to use this past year's physical and consent forms for the upcoming school year. Mills believes that action needs to be taken to have parents consent to do that and that he asked the schools' attorney Nick Hursh to draft a letter regarding notice to parent/guardian of student athletes and have them give written authorization to use the 2019-20 physical and consent forms for the 2020-21 school year. Mills shared that if the parent/guardian does not sign off on the consent form then the student would need to have a new physical for the 2020-21 school year, the forms will be available through sending an instant connect email and during the iPad pick up at the schools. Following review by the Board and responses to questions posed, the Board approved the Notice to Parents/Guardians of Student-Athletes and Student-Athlete Consent Transfer Form as presented. (See Attached)

Summer Food Program

Superintendent Mills recommended to the Board that NWCS continue to provide meals to students utilizing the Summer Nutrition Program. Mills shared that this is the same program that enabled NWCS to provide meals to students during the time our schools were closed because of COVID-19 and that would continue to provide pick-up and delivery options on Tuesdays and Thursdays to serve a total of five breakfast and five lunch meals for each participant throughout the summer. Mills also recommended that the bus drivers receive \$17.40 per hour for compensation to deliver meals for the summer program and to continue supplementing the food service workers with the additional \$3 per hour. Following review by the Board and responses to questions posed, the Board approved the continuation of meals utilizing the Summer Nutrition Program and the bus driver and food service pay during the program as presented. (See Attached)

Increase Treasurer/HR Pay Rate

Superintendent Mills recommended that the Board approve an increase to the pay rate of our Treasurer/Human Resources position to \$29.51/hr beginning with the most recent pay period. Mill shared that this represents a \$4/hr pay increase and that our treasurer, Deb Adams was being paid at a rate lower than that of our neighboring schools corporations and has been

doing a tremendous job. Following review by the Board and responses to questions posed, the Board approved the pay increase as presented. (See Attached)

### Superintendent's Report

Superintendent Mills shared that May 22<sup>nd</sup> is the last student day, iPad collection will be May 26<sup>th</sup> & 27<sup>th</sup> from 12-6 p.m. at the schools. Mills also noted that during that time the seniors can pick up caps and gowns and the middle school and elementary students can pick up awards and other items if needed. Mills confirmed that graduation will be at 1:30 p.m. Sunday, July 19<sup>th</sup>. He said that at this point, according to the governor's executive order, we can be back in business as usual and be able to host the event in the gymnasium but that it may have to include a reduced audience and social distancing. Mills shared that he has had questions from anxious parents and others about the 2020-21 school year and that he could not say with confidence that he knows. He would rely on the guidance from the governor and state & local health departments and that there is a possibility we could be eLearning, and a possibility that we could be back in session with some social distancing. Athletic activities should start on Monday, July 6<sup>th</sup> if the IHSAA and the governor's office approves. Mills also shared that the school corporation has received \$200,000 in Coronavirus Aid Relief and Economic Security from the federal government to help offset the costs of implementing safety measures at the schools and hopes to have some final plans for spending the CARES stimulus money by the 2<sup>nd</sup> meeting in June.

The next School Board meeting will be May 26<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

NORTHERN WELLS COMMUNITY SCHOOLS  
EXECUTIVE SESSION & REGULAR SCHOOL BOARD MEETING  
ADMINISTRATIVE OFFICE  
TUESDAY, MAY 26, 2020  
5:00 & 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 21, 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.

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, May 21, 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, Glen Werling News Banner, Jennifer Nes, and 3 guests. Also attending via Zoom, Athletic Director Kelby Weybright, NHS Principal David Parker, Officer Chad Bradley, Wells County Sheriff Scott Holliday and Dana Wannemacher of Barton Coe Vilamaa.

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.

Recognition

Superintendent Mills and the Board recognized NWCS Resource Officer Chad Bradley and thanked him for his outstanding service to the corporation as a resource officer. Officer Bradley shared that he thinks Northern Wells is a great school corporation and has been great to work with. Mills shared that the corporation has a certificate of recognition to give to Bradley.

SRO Agreement 2020-2022

Superintendent Mills recommended that the Board approve the Student Resource Officer (SRO) Agreement for 2020-22. Mills asked the Board and Wells County Sheriff Scott Holliday to review and approve the 2 year contract with Deputy Curt Hunt with a few changes. Norwell High School Principal David Parker had requested the SRO to attend certain evening events and Hunt would be paid extra for those events during the school year. Mills added that the contract must also be approved by the Wells County Commissioners and the Wells County Council. Following review by the Board and responses to questions posed, the Board approved the SRO Agreement as presented. (See Attached)

Discussion

Superintendent Mills opened discussion to hear objections to and support for the proposed Superintendent Contract. No input was given.

Approval of the Minutes

Superintendent Mills recommended approval of the minutes of the executive session and regular board meeting conducted May 12, 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	59,745.31
COVID-19 Lost Wages	11,414.51
COVID-19 Premium Hours Worked	166.53
Operations Fund	7,995.12
COVID-19 Salary Loss Wages	10,314.32
COVID-19 Premium Hours Worked	1,459.83
School Lunch	1,209.05
COVID-19 Loss Wages	2,132.98

COVID-19 Premium Hours Worked	188.67
COVID-19 Lost Wages	1,463.57
Title I 2019-20 School Year	1,209.56
COVID-19 Lost Wages	391.57
Total of All Funds	\$97,691.02

<u>Totals by Clearing</u>	
Federal Taxes	\$40,946.64
Teachers OASI	24,588.80
Non-Certified OASI	12,917.35
Annuities	7,653.78
A/F HSA Accounts	1,146.24
Section 125 Flex Benefits	2,912.88
Child Support - Wells County	80.00
Garnishment-Taylor	114.59
Total of all Clearing	90,360.28

Grand Total \$188,051.30

Personnel

Superintendent Mills presented the following personnel items.

Resignations:

- Ashlee Xayyachack – NMS 7<sup>th</sup> Grade Volleyball Coach
- Graham Stoppenhagen – NMS Teaching Assistant
- Ian Kissell – NHS Assistant Basketball Coach
- Bruce Barger – NHS Girls Assistant Tennis Coach

Recommendations:

- Cherish Rochford – OES Special Education Teacher
- Noah Tobias – NHS Head Boys Tennis Coach
- Taylor Weigand – LES 5<sup>th</sup> Grade Teacher for 2020-21 School Year
- Raina Sisson – NWCS Food Service Director
- Steve Zimmerman – NHS Special Education Teacher 2020-21
- NHS Summer School Teachers – James Feldheiser, Jessica Greaf, Russell Horst & Kristen Ross.

Donations/Grants:

Wells County Foundation \$4000 Grant for Production of Norwell HS Senior Awards Ceremony Video.

Toby Shaw & Staff at UTZ Quality Foods for donations of 59 cases of snack food products and delivered by Mark Prible.

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

### Resolution of Donations of Supplies & Materials

Superintendent Mills recommended to the Board approval of a resolution allowing the donations of supplies & materials previously purchased by the school corporation for purposes related to the public health emergency. Donations included 2 cases of bathroom tissue to four area nursing homes delivered by Adam Heckber, also 346 Face Shields and 300 Ear Savers created by Bill Bostain and Stephanie Scott using 3-D printers. Mills shared that these donations were able to help people locally. Following review by the Board and responses to questions posed, the Board approved the resolution as presented. (See Attached)

### NHS Science Renovation Bid

Dana Wannemacher of Barton Coe Vilamaa explained to the Board the bids received for the Norwell High School Science Renovation. Wannemacher recommends acceptance of the Base Bid with Alternates #1B and #5. This results in a contract amount of \$1,047,995 awarding the bid to J.G. Bowers, Inc. Following review by the Board and responses to questions posed, the Board accepted the bid as presented. (See Attached)

### NHS – AP Statistics Course Textbook Purchase

NHS Principal David Parker recommended the purchase of textbooks to be used in the new AP Statistics course. Parker shared the cost of the text, titled The UPDATED Practice of Statistics, 6<sup>th</sup> Edition, that is approximately \$183.89 per textbook, a set of 50 books will result in an expected cost of \$9,194. Parker shared that the text is listed as an example text on the College Board (Advanced Placement) website and is aligned with the AP Statistics Standards and exam students will need to pass in order to earn potential college credits. Following review by the Board and responses to questions posed, the Board approved the purchase of the textbooks as presented. (See Attached)

### OES Platoon Teach 5<sup>th</sup> Grade

OES Principal Andrea Larkey shared that the OES 5<sup>th</sup> Grade team has been researching and has expressed a desire to platoon teach. Larkey explained platooning: teachers are subject specialists and classes of students move between two teachers, two teachers will teach English language arts and two teachers will teach Math, classes remain heterogeneously grouped, the class would transition together, Science and Social Studies would be integrated as much as possible, and the team would work closely together in planning and collaborating to ensure the standards and curriculum are covered, concerns will be addressed, the team is in the preliminary stages of researching and planning, and the team is only planning to platoon if or when the students return to school in the classroom full time. Board member Karen Harris said that she platoon taught in her teaching career and recommended it. Board Secretary Gene Donaghy agreed that it could potentially ease the transition of 5<sup>th</sup> grade students to the middle school. Mills recommended the Board approve Platooning for 5<sup>th</sup> grade at OES. Following review by the Board and responses to questions posed, the Board approved the platooning as presented. (See Attached)

### Rescind Resolution 3

Superintendent Mills recommended that the Board rescind Resolution 3-Continuation of service and wage payment during a declared pandemic from March 24, 2020. Mills said that the student school year ended on May 22 and the teacher work year will end on May 28, it is his recommendation to rescind Resolution 3 and resume regular work schedules effective May 29, 2020 as we need to begin preparing for the 2020-21 school year. Following review by the Board and responses to questions posed, the Board rescinded Resolution 3 as presented. (See Attached)

### NHS Softball Field Improvement – Spring 2020

NHS Athletic Director Kelby Weybright requested permission to allow the maintenance department and Norwell Softball coaching staff to do some renovation on the visiting/1<sup>st</sup> base side of the softball field. Weybright said currently the area to the North of the visiting/1<sup>st</sup> base dugout is fenced in and houses the bullpen area. He would like permission to permanently remove the fence along the East side of the bullpen area. Upon removing the fence, 6-8 inches of dirt would be removed and small stone brought in. This would then be covered in turf that was purchased by the Softball Program last spring for a new bullpen area that will stay drier and in better shape during the season. Mills recommended that the Board approve the renovation. Following review by the Board and responses to questions posed, the Board approved the NHS Softball Field improvement as presented. (See Attached)

### Discussion Concerning Opening School in August

Superintendent Mills discussed with the Board options for returning to school in August. Mills said that the corporation needs to start thinking about and talking about reopening schools in August and what that might look like. Mills requested permission from the board to survey parents as to what they're thinking about in regards to re-starting school. Mills covered topics of the task force convening at the state level, what the governor decides Northern Wells will have to follow, eLearning, waiver days, alternating school days, CDC guidelines, effects on mental health and physiological effects of the suspension of normal life, and everything seems subject to change. Member Corey Krug asked if the same survey would be sent to staff. Mills said that he is working with the Norwell Classroom Teachers Association to get their feedback and also asked principals to speak individually with teachers to understand their concerns. Mills also said he would need to get some bus drivers and some cafeteria staff included in the process. He has concerns about the transportation of students. If they will be required to maintain the social distance of six feet when the most that could ride a school bus would be 13 and that's not doable. Board Member Karen Harris shared that she has heard that parents have had it with eLearning and are ready for their children to go back to school. President Topp said that she has heard concerns from parents about the health of the teaching staff. Member Corey Krug added that we are going to have to have some common sense and we need people to be patient and understanding. Mills shared that he plans to have the survey out soon and will provide input to the board at the next meeting and spoke about forming a task force to formulate a reopening strategy. The Board agreed to have the parents surveyed.

Superintendent's Report

Superintendent Mills said that he wanted to tip his hat to the students, staff, all the employees at NWCS and parents. He has heard so many amazing stories of students recognizing teachers, teachers recognizing students, drive thru parades, recognizing retirees, and Northern Wells has really rallied together to make the best of a not so good situation.

Mills shared that iPad collection is happening today and tomorrow from 12:00 to 6:00 at the schools and we would like to have them all collected by June 1<sup>st</sup>.

Mills congratulated the following FFA members and non-FFA members for their accomplishments:

Members who placed while competing in the District 6 virtual contest this spring:

Jason Johnloz Placed 2<sup>nd</sup> in the Agricultural Services Proficiency award.

Xander Borne placed 5<sup>th</sup> in the Freshman Prepared Public Speaking

At the State Level:

Jason Johnloz will be recognized in the virtual State Convention this June for receiving his Hoosier (State) FFA degree.

Claire Bailey participated in the World Food Prize held virtually by Purdue University this past April.

Other non-FFA members who participated virtually in the World Food Prize/Purdue Institute were Emma Batdorff, Rachel Bauermeister, Bobby Kwandrans, and Jake Parker.

Secretary Gene Donaghy shared that the Northern Wells Environmental Study Area is part of the "Wells Trails" for the summer and that "Outside the Huddle" on Facebook judged basketball arenas through Northeast Indiana and Norwell came out as #1, this includes the fans and atmosphere.

President Angie Topp shared her appreciation for the pictures of the graduates on the LED school signs.

Mills also thanked the Wells County Foundation for the grant for the production of Norwell High School Senior Awards Ceremony Video. HS Principal David Parker added that the ceremony will be posted May 28<sup>th</sup> at 6:00 PM.

The next School Board meeting will be June 9<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