

NORTHERN WELLS COMMUNITY SCHOOLS  
REGULAR SCHOOL BOARD MEETING  
ADMINISTRATIVE OFFICE  
TUESDAY, JANUARY 12, 2021  
5:30 P.M.

Pledge of Allegiance & Moment of Silence

Angie Topp asked that during the moment of silence in remembrance of employee Becky Engle who served in the cafeteria at the high school and middle school and passed away over the weekend.

Public Comment

Angie Topp 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 Friday, January 8, 2021, 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; Gene Donaghy, Secretary; Karen Harris, Member; Corey Krug, Member; Chad Kline, Member, Superintendent Springer, IT Director Jeff Miller, HR/Treasurer Deb Adams, NHS Principal David Parker, NHS Assistant Principal Alex Nafziger, NMS Principal Tim Wilson, OES Principal Andrea Larkey, OES Assistant Principal Kristen Wall, LES Principal Ginger Butcher, LES Assistant Principal Adam McAfee, NHS Guidance Counselor Traci Werling, Glen Werling News Banner, Jennifer Nes, and 2 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.

Oath of Office

Notary Jennifer Nes read the oath of office while board members Angie Topp, Gene Donaghy, and Chad Kline raised their right hand and answered "I Will" to faithfully execute the duties as a member of the Board of School Trustees of Northern Wells Community Schools. The signed and notarized oath will be sent to the Clerk's office. (See Attached)

2021 Board Organization of the Board

Gene Donaghy made a motion to have Angie Topp continue as President and Corey Krug seconded the motion. Gene Donaghy made a motion to approve Corey Krug as Vice-President and Chad Kline seconded the motion. Gene Donaghy made a motion to approve Karen Harris as Secretary and Corey Krug seconded the motion. The motions passed with all in favor and zero opposed.

### Appointment of Treasurer & Deputy Treasurer

Superintendent Springer recommended that Deb Adams be appointed as Treasurer and Sue Springer as Deputy Treasurer. Following review by the Board and responses to questions posed, the Board approved the recommendation as presented.

### Designation of Persons to Sign Checks, Etc.

Superintendent Springer recommended that the Superintendent and Treasurer be designated to sign checks, contracts, agreements, and purchase orders. Following review by the Board and responses to questions posed, the Board approved the recommendation as presented.

### Adoption of Existing Bylaws and Policies

Superintendent Springer recommended that the Board adopt all existing bylaws and policies for the calendar year 2021. Following review by the Board and responses to questions posed, the Board approved all existing bylaws and policies for 2021.

### Appointment of Board Members to Committees

Superintendent Springer recommended that the Board authorize the Board President to appoint individual Board members as necessary to committees for 2021. Following review by the Board and responses to questions posed, the Board approved authorizing Board President Angie Topp to appoint committee members as necessary.

### Designation of Newspapers

Superintendent Springer recommended that the Board designate the Bluffton News-Banner and Ossian Journal as the newspapers in which legal notices will be posted. Following review by the Board and responses to questions posed, the Board approved the designation of newspapers as recommended.

### Board of Finance

Superintendent Springer recommended that the School Board act as the Board of Finance with the same officers. Following review by the Board and responses to questions posed, the Board approved the Board of Finance as recommended.

### School Attorney

Superintendent Springer recommended that Nick Hursh, Kast, Beck & Williams, LLP serve as the school's attorney in 2021 with the same terms and conditions as 2020. Following review by the Board and responses to questions posed, the Board approved Nick Hursh as the school's attorney for 2021.

Board Compensation

Superintendent Springer recommended Board compensation stay the same as the previous year, \$2000 per year for their service and \$62 per each regular meeting, special meeting, and committee meeting, or other meeting approved by the board. Following review by the Board and responses to questions posed, the Board approved the Board Compensation as recommend. (See Attached)

Recess Regular Board Meeting

President Topp recessed the regular board meeting to conduct the Board of Finance meeting.

Convene Board of Finance

President Topp called the Board of Finance meeting to order.

Board of Finance Meeting

Deb Adams reported to the Board Interest Earned for the year 2020 totaling \$28,467.49 and the Financial Bank Report for 2020 with an ending balance of \$6,914,615.35. Adams also recommended that a list of checks that have been outstanding for two years or more would be voided and receipt the checks back to the original fund of the withdrawal. Adams noted that the checks that were to existing employees would be reissued and that one check that was reissued before has not been cashed and that check be receipted back to the original fund of withdrawal. Following review by the Board and responses to questions posed, the Board approved the reissued of checks and the voiding of the outstanding checks as presented. (See Attached)

Superintendent Springer shared with the Board that the state law (SEA 549-2019) requires the superintendent to submit a report of fiscal indicators to the School Board using the guidance of IC 5-13-7-8. Springer presented a report that was taken directly from the Distressed Unit appeals Board website, reporting that NWCS fund balances for Northern Wells Community Schools remain strong. However, there needs to be a continued effort to minimize the percentage of funds being transferred from the Education Fund to the Operational Fund. (See Attached)

Treasurer Deb Adams recommended to the Superintendent and Board of Finance that the corporation continue our banking relationship with Ossian State Bank stating that they continue to service our accounts in an excellent manner, and the staff has always been accommodating and helpful when we need assistance. Following review by the Board and responses to questions posed, the Board approved to continue our banking relationship with Ossian State Bank as presented. (See Attached)

Adjournment of the Board of Finance Meeting

President Topp adjourned the Board of Finance meeting.

Regular Meeting Reconvened

President Topp called the regular meeting back to order.

Approval of the Minutes

Superintendent Springer recommended approval of the minutes of the regular board meeting conducted December 8, 2020. Following review by the Board and responses to questions posed, the Board approved the minutes as presented. (See Attached)

Approval of Claims

Superintendent Springer 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	725.80
Operations Fund	28,258.55
School Lunch	29,936.45
Area 18 2020-21 Year	25,435.00
Title IV- Project year 2019	1,920.00
<u>Total of All Funds</u>	<u>\$86,275.80</u>
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<u>Totals by Clearing</u>	
Totals of All Clearing	\$0.00
Grand Total	\$86,275.80

Personnel

Superintendent Springer presented the following personnel items and donations.

Resignations:

Jordan Biberstein – Custodian  
Whitni Myers – OES 2<sup>nd</sup> Grade Teacher  
Rebecca Ward-Smith – LES Resource Teaching Assistant  
Shawn Plunkett – NMS Boys Soccer Coach  
Hannah Hobbs – NMS Health Clinic Assistant

Retirements: (effective at the end of 2020-21 school year)

Lynne Niermeyer – LES Music Teacher  
Mike Niermeyer – NMS 6<sup>th</sup> Grade Science & Social Studies Teacher

Leave:

Bria Eversole – NMS 6<sup>th</sup> Grade Math & Social Studies Teacher

Recommendations:

Sue Elzey – NHS Unified Track Coach  
Tyler West – NMS Volunteer Wrestling Coach  
Chris Leeth – OES Sub Custodian  
Erin Blair – NHS Long Term Sub Cafeteria  
Heather Sinclair – NHS Cafeteria  
Hannah Hobbs – Long-Terms Sub for 6<sup>th</sup> Grade Leave  
Marlene Borkholder – Long-Term Sub for NMS Health Clinic Assistant

Donations:

Anonymous Donation of Equipment to NHS Swim Teams  
Anonymous Donation of \$1000 to NHS FFA Scholarship Fund  
STS Truck & Equipment Sales, LLC Donation of \$600 to NMS for Gift  
Cards to help families in need (December).  
Anonymous Donation to NHS Totaling \$900  
    \$250 – Volleyball Program      \$250 Baseball Program  
    \$200 – Band Program            \$200 Choral Program

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

Appointment for Ossian Redevelopment Commission

President Angie Topp recommended the Board appoint Gene Donaghy to the Ossian Redevelopment Commission. Following review by the Board and responses to questions posed, the Board approved the appointment as presented. Donaghy abstained.

Advocacy Consortium

Superintendent Springer recommended the Board approve entering into the Northeast Indiana Public Schools Advocacy Consortium. Springer shared that the consortium is a 14 member school district group that is designed to encourage legislation that benefits our students and our school learning community as a whole. Springer shared the agreement and fee schedule associated with the consortium with the Board. Following review by the Board and responses to questions posed, the Board approved entering into the Northeast Indiana Public Schools Advocacy Consortium as presented. (See Attached)

BoardDocs LT

Superintendent Springer recommended the Board approve the upgrade to BoardDocsLT. Springer explained that with not having NEOLA now and using the BoardDocs it's a wash if not a savings, that BoardDocs would be better for prepping for a board meeting and for administrators to add items also. Following review by the Board and responses to questions posed, the Board approved upgrading to BoardDocsLT as presented. (See Attached)

### Cafeteria Point of Service Computer System from WebSmart to Mosaic

Superintendent Springer recommendation the Board approve the recommendation from Food Service Director, Raina Sisson to upgrade from WebSmart to Mosaic for the cafeteria point of service computer system. Springer noted that Sisson believed this would be a more efficient system with more options and the yearly cost (after the first year) would be an additional \$108 per year. Following review by the Board and responses to questions posed, the Board approved the upgrade to Mosaic as presented. (See Attached)

### NMS 7<sup>th</sup> and 8<sup>th</sup> Grade Out of State Trip

Superintendent Springer recommended that the Board approve an out of state trip for NMS 7<sup>th</sup> and 8<sup>th</sup> Grade to Kings Island Mason, OH on May 7<sup>th</sup>, 2021. Following review by the Board and responses to questions posed, the Board approved the trip as presented. (See Attached)

### Superintendent's Report

#### Commercial Insurance Proposal for 2021

Superintendent Springer shared that the property and casualty insurance provider Astra's renewal premium total was an overall increase of 4% and that the corporation received a \$5700 credit back from Astra during COVID-19.

#### Administrative Team Recognition

Superintendent Springer & The Board recognized, shared their appreciation and presented certificates to the following administrators: NHS Principal David Parker, NHS Assistant Principal Alex Nafziger, NMS Principal Tim Wilson, OES Principal Andrea Larkey, OES Assistant Principal Kristen Wall, LES Principal Ginger Butcher, LES Assistant Principal Adam McAfee, NHS Athletic Director Kelby Weybright and NMS Assistant Holly Morgan were unable to attend due to previous commitments at the schools.

#### COVID-19 Restrictions Update

Superintendent Springer updated the board on COVID-19 restriction numbers and shared his appreciation for all the work that buildings are doing to limit close-contact exposures and to reduce restrictions. (See Attached)

#### Next Level Programs of Study

NHS Principal David Parker and NHS Guidance Counselor Traci Werling shared a power point and information with the Board about Next Level Programs of Study, Indiana Graduation Pathways and the Future of Career and Technical Education (CTE) at the high school. Area 18 Director, Brittany Kloer was also in attendance to answer questions if needed. (See Attached)

The next School Board meeting will be January 26<sup>th</sup> at Lancaster Central Elementary.

Adjournment

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

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Angie Topp, President

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Corey Krug, Vice-President

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Karen Harris, Secretary

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Gene Donaghy, Member

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Chad Kline, Member

NORTHERN WELLS COMMUNITY SCHOOLS  
SPECIAL MEETINGS, EXECUTIVE SESSION & REGULAR SCHOOL BOARD MEETING  
LANCASTER CENTRAL ELEMENTARY  
TUESDAY, JANUARY 26, 2021  
4:00, 5:30, & 6:00 P.M.

Special Meetings

Public notice of the date, time and place of the special meetings had been previously posted according to statute on Friday, January 22, 2021, at 4:00 p.m. local time.

Special meetings included a work session at 4:00 p.m. with a presentation from Stifel Financial and a work session held at 6:00 p.m. in reference to the Norwell Middle School Renovation Project.

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 January 22, 2020, at 4:00 p.m. local time.

Due to the Stifel Financial Presentation being extended, the Board did not meet in Executive Session.

Pledge of Allegiance & Moment of Silence

Public Comment

Angie Topp 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 Friday, January 22, 2021, 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; Cory Krug, Vice-President; Karen Harris, Secretary; Gene Donaghy, Member; Chad Kline, Member, Superintendent Springer, IT Director Jeff Miller, NMS Principal Tim Wilson, 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.



Approval of the Minutes

President Angie Topp recommended approval of the minutes of the regular board meeting conducted January 12, 2021. Following review by the Board and responses to questions posed, the Board approved the minutes as presented. (See Attached)

Approval of Claims

President Angie Topp 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	\$252,942.74
Operations Fund	464,056.42
School Lunch	37,962.44
Curricular Materials Rental	305.70
Area 18 2020-21 Year	25,435.00
Child Care Program	1,426.60
Drivers Ed Program (was 3900)	350.00
Donation to Schools for Students	157.43
CADA Grant-Drug Screening	480.00
Early Intervention Grant	2,452.50
NESP 2019-20 grant	479.08
State Connectivity Grant	840.00
Title I, 2020-21 School Year	5,753.65
Title IV – Project Year 2019	3,270.00
Title 11	15.30
Title II	1,792.48
CARES Act-18003 Ed Stabilization	2,273.84
<u>Federal Stimulus FEMA Funds</u>	<u>3,285.78</u>
Total of All Funds	\$803,278.96

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Totals by Clearing


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Federal Taxes	\$82,023.56
Teachers OASI	50,326.53
Non-Certified OASI	22,788.07
Group Insurance – Health	44,905.60
Group Insurance – Retiree Health	8,219.00
Annuities	12,599.54
A/F HSA Accounts	3,305.82
Section 125 Flex Benefits	5,150.28
<u>Child Support – Wells County</u>	<u>740.00</u>
Totals of All Clearing	\$230,058.40

Grand Total \$1,033,337.36

Personnel

Superintendent Springer presented the following personnel items and donations.

Retirements: (effective at the end of 2020-21 school year)

Carla Doles – NHS/NMS Vocal Music Teacher

Resignations:

Molly Jackemeyer – LES Teaching Assistant

Tim Bradburn – OES Teaching Assistant

Leave:

Hannah Bastian – NMS 7<sup>th</sup> Grade Teacher

Recommendations:

NHS

Erin Blair - Food Service

Noah Tobias – Girls Tennis Assistant Coach

Chloie Williams – Girls Volunteer Assistant Tennis Coach

Stephanie Mounsey – Volunteer Assistant Unified Track Coach

NHS Band Program Volunteer Assistants

Alyssa Newbill – Percussion Substitute Teacher (3 days/week)

Brittany Satterthwaite - Guard Director

McKenzey Denney - Guard

Percussion - Ian Hass

Emily Van Der Weele

Music –Mike Satterthwaite

Tess McBride

Erica Gaham

Audrey Harkless

Josh Schneider

Rifle Clinician – Bryson Smith-Wilson

Darryel Amos

Timothy Bradburn – OES Custodian

Angelique Canter – NHS Teaching Assistant

Donations:

\$5000 to NHS FFA Scholarship Fund from Harry Brickley Farm Foundation

\$100 to NHS FFA Fund from Dettmer Enterprises

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

COVID-19 Guidance Document Update

Superintendent Springer recommended the Board approve a change to the COVID-19 document. Springer explained the change included, Students may return to school after 7 days if they receive a negative test after 5 days of exposure. Following review by the Board and responses to questions posed, the Board approved the change as presented. (See Attached)

Superintendent's Report

Superintendent Springer updated the board on COVID-19 restriction numbers. Springer shared 11/25/20 vs. 1/25/21 Single-Day Comparisons for NWCS COVID-19 Restrictions and that the number of restrictions has reduced and is happy to see that we are able to keep the kids in school. (See Attached)

Springer shared with the Board that himself, Gene Donaghy, Chad Kline, NMS Principal Tim Wilson, NMS Assistant Principal Holly Morgan, and staff visited five other middle schools in order to help gather information and to get the best value for tax dollars for what the corporation is trying to do for this building improvement. Springer noted that the work session would occur right after the board meeting in reference to the Norwell Middle Renovation Project. He shared his appreciation to those who attended the visits.

The next School Board meeting will be February 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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Corey Krug, Vice-President

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Karen Harris, Secretary

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Gene Donaghy, Member

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Chad Kline, Member