

**Western School Corporation
Russiaville, IN 46979
September 15, 2009**

Minutes of the regular meeting of the Western Board of School Trustees held on Tuesday, September 15, 2009 at 6:00 p.m.

Members Present: Mike Koloszar, Linda Singer, Jeff Davidson, Jon Marley, J. Conrad Maugans and Harry Kenworthy

Members Absent: Don Wells

Others Present: Taffy Cooke, Pam Carter, Abby Rodgers, Randy McCracken, Peter O'Rourke, Rhondalynn Rushing, Jeff Qualikinbush, James McIntyre, Mark Hudson, and Rick Davis.

Mr. Maugans opened the meeting with prayer and Mr. Kenworthy led the Pledge of Allegiance.

Item #1 – Opening of the Meeting:

Mr. Kenworthy called the meeting to order at 6:01 p.m.

Item #2 – Approval of the Agenda:

Dr. O'Rourke requested that additional items be added to personnel, grant for FIRST robotics program, professional improvement requests, and SAT report. Mr. Maugans made a motion to approve the agenda as amended by Dr. O'Rourke. Mr. Koloszar seconded the motion which passed 6-0.

Item #3 – Approval of the Minutes:

Mrs. Singer made a motion to approve the minutes of the August 18, 2009 Budget Hearing and regular meeting. Mr. Marley seconded the motion which passed 6-0.

Item #4 – Opportunity for Public Comment:

There were no comments from the public.

Item #5 – Western School Building Corporation First Mortgage Qualified School Construction Bonds, Series 2009:

Mr. Jeff Qualikinbush, Barnes and Thornburg, and Mr. James McIntyre, attorney for Western School Corporation, updated Board members on the status of the Corporation's Qualified School Construction Bond (QSCB) application(s) and the pending next steps in the process.

Mr. Kenworthy made a motion to pass the resolutions of the Board of School Trustees of the Western School Corporation, Howard County, Indiana receiving and approving the petition of taxpaying citizens, requesting the leasing of certain school facilities, taking other actions regarding the proposed lease and approving issuance of bonds by the Western School Building Corporation. Mr. Maugans seconded the motion which passed 6-0. (A copy of these resolutions are included as part of the minutes).

**RESOLUTIONS OF THE BOARD OF SCHOOL TRUSTEES OF THE
WESTERN SCHOOL CORPORATION, HOWARD COUNTY, INDIANA,
RECEIVING AND APPROVING THE PETITION OF TAXPAYING
CITIZENS, REQUESTING THE LEASING OF CERTAIN SCHOOL
FACILITIES, TAKING OTHER ACTIONS REGARDING THE
PROPOSED LEASE AND APPROVING ISSUANCE OF BONDS BY THE
WESTERN SCHOOL BUILDING CORPORATION**

WHEREAS, a petition signed by fifty (50) or more taxpaying citizens of the Western School Corporation, Howard County, Indiana (the "School Corporation"), has been filed with the Board of School Trustees of the School Corporation (the "Board") requesting the Board to enter into negotiations with a nonprofit school building corporation (1) for general facility improvement, renovation, rehabilitation, repair and equipping projects at the existing Western High School and its related outdoor facilities, and projects related thereto (the "2009 High School Project"), (2) for general facility improvement, renovation, rehabilitation, repair and equipping projects at the existing Western Middle School and its related outdoor facilities (the "Middle School Facilities"), including, but not limited to, upgrading the heating and cooling system, and projects related thereto (the "2009 Middle School Project"), and (3) for general facility improvement, renovation, rehabilitation, repair and equipping projects at the existing Western Intermediate School and/or the existing Western Primary School and their respective related outdoor facilities, and projects related thereto (the "2009 Primary/Intermediate School Project"), and (4) to secure, if possible, an amendment to a lease upon all or any portion of any such facilities and other facilities operated by the School Corporation, as such facilities currently exist and as improved, renovated, rehabilitated, repaired and equipped (any such leased facilities, the "Premises") (clauses (1) through and including (4), collectively, the "Projects"); and

WHEREAS, such petition has been carefully considered and investigations have been conducted by this Board; and

WHEREAS, the Board now finds that a need exists for the Projects and such facilities, and that the School Corporation cannot provide the necessary funds to pay the costs of such facilities to meet such needs; and

WHEREAS, the Western School Building Corporation (the "Building Corporation") was incorporated to assist the School Corporation in financing, from time to time, the construction and renovation of school facilities to be operated by the School Corporation, including the Projects; and

WHEREAS, it is deemed desirable to proceed with the necessary negotiations and all other steps looking toward the completion of the Projects; and

WHEREAS, there have been prepared drawings, plans, specifications and estimates for the costs of the Projects; and

WHEREAS, said drawings, plans and specifications will be submitted to the agencies designated by law to pass on plans and specifications for such buildings, and the estimates for the costs of the Projects have been submitted to and now meet with the approval of this Board; and

WHEREAS, it now appears to this Board that said drawings, plans, specifications and estimates provide for necessary school facilities; and

WHEREAS, this Board has previously determined that, to the extent permitted by law, the Board will take all of the necessary steps to enter into a lease with the Building Corporation for all or any portion of the facilities operated or to be operated by the School Corporation, pursuant to which the Building Corporation and the School Corporation will finance all or a portion of the Projects; and

WHEREAS, there has been prepared and previously submitted to the members of the Board a proposed form of amendment to a lease by and between the Building Corporation, as lessor, and the School Corporation, as lessee, for the lease (the "Lease") of all or any portion of the Premises.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SCHOOL TRUSTEES OF THE WESTERN SCHOOL CORPORATION, HOWARD COUNTY, INDIANA, that:

Section 1. The petition of taxpaying citizens heretofore filed with this Board is hereby approved.

Section 2. Need exists for the Projects, and the Projects cannot be provided from any funds available to the School Corporation. This Board shall proceed to take such steps as may be necessary to secure (1) the acquisition of all or any portion of the Premises by the Building Corporation, (2) the payment of all costs of all or any portion of the Projects and all of the costs associated therewith by the Building Corporation and the School Corporation, and (3) the leasing of all or any portion of the Premises by the Building Corporation to the School Corporation as provided by Indiana Code 20-47-3, as amended, and Indiana Code 20-47-4.

Section 3. It is hereby determined to be proper and in the public interest to re-approve the incorporation of the Building Corporation for the purpose of financing, constructing, renovating, expanding and equipping certain school facilities and leasing the same to the School Corporation, including the Project at an increased annual lease rental payment not to exceed \$315,000 for a period of time not to exceed seventeen (17) years.

Section 4. The Board hereby re-approves the Articles of Incorporation of the Building Corporation, the Code of By-Laws of the Building Corporation and the re-appointment of Jeffrey A. Stout, Richard Bradshaw and Charles Wolf to act as the current Directors of the Building Corporation and to serve the remainder of a term (unless the Director resigns, is removed or dies) of one year or until a successor is appointed and qualified.

Section 5. The Projects are in the public interest of the patrons of the School Corporation and is a proper public purpose for which this Board agrees to cooperate with the Building Corporation and assist it in fulfilling the requirements of all agencies, including the federal, state and city governments.

Section 6. The Building Corporation, being duly organized to conduct business, may issue, sell and deliver one or more series of its first mortgage bonds, all or a portion of which may be qualified school construction bonds (the "Bonds"), in an aggregate issued amount not to exceed \$3,900,000, pursuant to the applicable laws of the State of Indiana, may encumber any real property or equipment acquired by it for the purpose of financing the Projects and may enter

into contracts for the sale of the Bonds and the acquisition, renovation and expansion of said school facilities.

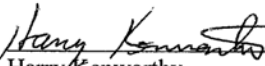
Section 7. Upon the redemption or retirement of the Bonds to be issued by the Building Corporation in connection with the financing of the Projects, the School Corporation will accept all or any portion of the Premises from the Building Corporation, as renovated and expanded, free and clear of all liens and encumbrances thereon, except as otherwise provided therefor in the Lease.

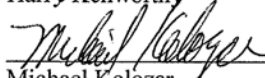
Section 8. The School Corporation shall apply the proceeds received by the School Corporation from the sale of all or any portion of the Premises to the Building Corporation to the costs of all or a portion of the Projects not funded by the Building Corporation.

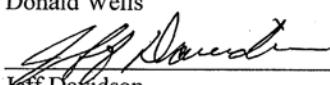
Section 9. The terms and conditions of the proposed form of the Lease and the plans, drawings, specifications and estimates of the Projects are approved and agreed to as the basis for a hearing as required by law, and such hearing, together with the hearing required under Indiana Code 20-26-7-37, shall be held by this Board upon the necessity for the execution of the Lease and whether the lease rental provided therein is a fair and reasonable rental for all or any portion of the Premises prior to the final determination of such questions so that this Board may determine whether to execute the Lease as now written or as modified hereafter by agreement of the parties prior to execution, and the President of the Board is hereby authorized to call said hearing to be held on October 20, 2009 at 6:00 p.m. local time in Room 162 of the Administration Office Building, located at 2600 South 600 West, Russiaville, Indiana.

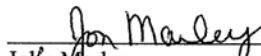
Section 10. Any officer of the School Corporation be, and hereby is, authorized, empowered and directed, on behalf of the School Corporation to publish notices of said public hearings and to take any other action as such officer deems necessary or desirable to effectuate the foregoing resolutions, and any such publication or other actions heretofore made or taken be, and hereby are, ratified and approved.

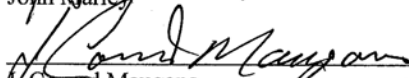
This Resolution hereby is ADOPTED by the Board of School Trustees of the Western School Corporation, Howard County, Indiana, this 15th day of September 2009.


Harry Kenworthy


Michael Kolozar

Donald Wells

Jeff Davidson


John Marley


Conrad Maugans


Linda Singer

Item #6 – Panther Pride:

Dr. O'Rourke commended the following to the Board:

- a. Rhondalynn Rushing for her outstanding job preparing the 2008-2009 corporation scrapbook.
- b. Jill Newby, Judy Suffield, Nate Schmidt, Andy Weaver, Steve Hoppes, Joni McCracken, Ann Funk, and Rick Ryan for their selection as recipients of the Football Teacher Recognition Program.
- c. Abigail Banan and Amber Hudson for their successful participation in the Hoosier Girls State program, June 21-27, 2009.
- d. The High School Band for winning the Lafayette Jefferson Grand Championship Trophy.

Item #7 – Reports:

- a. **Director of Finance:** Mrs. Carter submitted the following report:

WESTERN SCHOOL CORPORATION
TREASURER'S REPORT
BOARD MEETING 09/15/09

Bank Balance

CB - Checking Account Balance 08/01/09	\$2,526,926.33
Non-Revenue Receipts	1,279,169.71
MTD Revenue	2,008,539.32
Disbursements from Clearing Accounts	257,157.23
MTD Disbursements	<u>2,117,839.67</u>
Checking Account Balance 08/31/09	\$3,439,638.46
 Total Depository Balance 08/31/09	 \$3,439,638.46
 <u>Vendor Claims Submitted For Approval</u>	
#55774 - 55789 of 08/19/09 -08/31/09	\$787,408.29
#55790 - 55950 of 09/01/09 -09/15/09	<u>\$601,694.67</u>
TOTAL:	\$1,389,102.96

Payroll Claims Submitted for Approval

#3 of 08/14/09	\$389,720.10
#4 of 08/28/09	\$450,193.87
#4a of 08/27/09	<u>\$506.88</u>
TOTAL:	\$840,420.85

Interest on Checking 01/01/09 to 08/31/09 \$28,002.50

pc

Mr. Maugans made a motion to approve the Treasurer's report and claim docket. Mr. Kenworthy seconded the motion which passed 6-0.

- b. **Director of Transportation:** In addition to her enclosed previously submitted written report, Mrs. Cooke indicated that the Department of Education had conducted a safety audit at Western. The auditors were impressed with our safety plan and asked permission to share some of our ideas with other school corporations.

Western School Corporation
Taffy Cooke, Director of Operations

September 2009 School Board Meeting

H1N1/Influenza A updates:

The influenza A flu shots are being offered on Friday, September 11th for all staff. The recommendation was to have that shot four weeks before the H1N1 inoculation, but we have just learned that actually they can even be given simultaneously. We are hearing that that serum will be available sometime in mid to late October. In the meantime, we continue to try to be proactive and communicative. Attached is a copy of the letter that was sent home to all parents and distributed to all staff. We followed the letter up with a phone call to all parents from Brenda Strunk and myself in an effort to keep everyone as informed as possible and, in some cases, to dispel rumors. A video has been shown to all grade levels with the basic reminders of hand washing, coughing and sneezing appropriately, and staying home when sick. Masks have been distributed to all nurse's clinics. We downloaded several age-appropriate posters and they have been displayed in all the buildings. We continue to provide hand sanitizer for the offices and lunch-lines. I am also pricing wall-hung dispensers for hand sanitizer.

Lifeguards

Indiana Code 410 IAC 6-2.1-35 states that a lifeguard is required for all semi-public pools with a surface area of two thousand square feet or more. (see attached) It further states that lifeguards must be on duty at poolside at all times when the pools are open to use. The swim instructor cannot be the lifeguard and the instructor simultaneously. Pete and I have spoken with Brad Bennett and Rick Davis and we are going to utilize Western students, when possible, who have been certified as lifeguards. We may also utilize recent graduates attending

IUK. We are working on the scheduling. We will be paying them at minimum wage, which is currently \$7.25/hr. (this will require board action)

Bus Evacuation

We had our first mass bus evacuation on Tuesday, September 8th. The drivers do a rear door and front door evacuation. These drills are done once each semester.

Kindergarten Bus Safety

Our kindergarten bus safety training was completed in five sessions last week. We tried something a little different this year. Our driver trainer, Mark Robertson, and myself did the training. We did two classrooms together and the kids really seemed to enjoy our video and asked some great questions!! We appreciate this time to be able to interact with the kids and stress the importance of school bus safety with these little ones!!

SCHOOL BOARD
HARRY L. KENWORTHY - PRESIDENT
MICHAEL J. KOLOSZAR - VICE PRESIDENT
DONALD L. WELLS - SECRETARY
J. CONRAD MAUGANS - MEMBER
LINDA S. SINGER - MEMBER
JEFFREY A. DAVIDSON - MEMBER
JON A. MARLEY - MEMBER



PETER W. O'ROURKE - SUPERINTENDENT
RANDY McCracken - ASSISTANT SUPERINTENDENT
RICHARD TAYLOR - TECHNOLOGY DIRECTOR
STEPHANIE COOKE - DIRECTOR OF TRANSPORTATION
PAM CARTER - DIRECTOR OF FINANCE
PAT GRZESIAK - DIRECTOR OF MAINTENANCE

Dear Parents and Staff,

As you may know, flu can be easily spread from person to person. Therefore, we are taking steps to reduce the spread of flu at Western School Corporation. We want to keep the school open to students and functioning in a normal manner during this flu season. **But, we need your help to do this.**

We are working closely with the Howard County health department to monitor flu conditions and make decisions about the best steps to take concerning schools. We will keep you updated with new information as it becomes available.

If the flu becomes more severe, we may take additional steps to prevent the spread such as:

- Conducting active fever and flu symptom screening of students and staff as they arrive at school,
- Making changes such as postponing class trips, and
- Dismissing students from school for at least 7 days if they become sick.

For now we are doing everything we can to keep our school functioning as usual. Here are a few things you can do to help.

- ❖ **Teach your children to wash their hands** often with soap and water or an alcohol-based hand rub. You can set a good example by doing this yourself.
- ❖ **Teach your children not to share personal items** like drinks, food or unwashed utensils, and to cover their coughs and sneezes with tissues. Using the elbow, arm or sleeve instead of the hand when a tissue is unavailable.
- ❖ **Know the signs and symptoms of the flu.** Symptoms of the flu include fever (100 degrees Fahrenheit, 37.8 Celsius or greater), cough, sore throat, a runny or stuffy nose, body aches, headache, and feeling very tired. Some people may also vomit or have diarrhea.
- ❖ **Keep sick children at home** for at least 24 hours *after* they no longer have fever or do not have signs of fever, without using fever-reducing drugs. Keeping children with a fever home will reduce the number of people who may get infected.
- ❖ **Do not send children to school if they are sick.** Any children who are determined to be sick while at school will be sent home.

For more information visit www.flu.gov or call 1-800-CDC-INFO for the most current information about the flu. We will notify you of any additional changes to our school's strategy to prevent the spread of flu.

Sincerely,

Brenda Strunk, RN, BSN
Director of Nursing

Taffy Cooke
Director of Operations

WESTERN SCHOOL CORPORATION

2600 SOUTH 600 WEST • RUSSIAVILLE, INDIANA 46979-0247 • PHONE 765-883-5576 • FAX (765) 883-7946

(b) All chemicals and items in the chemical storage room shall be stored at least six (6) inches above the floor to allow for flushing the area in the case of a spill.

(c) All chemicals shall be stored in accordance with manufacturer recommendations. *(Indiana State Department of Health; 410 IAC 6-2.1-33)*

410 IAC 6-2.1-34 Lifesaving and safety equipment

Authority: IC 16-19-3-4

Affected: IC 16-19-3

Sec. 34. (a) At least one (1) unit of lifesaving equipment shall be provided at each pool and shall consist of the following:

- (1) A life pole, or shepherd's crook type of pole, with blunted ends and a minimum length of twelve (12) feet.
- (2) A ring buoy, having a minimum outside diameter of twenty (20) inches, with one-fourth ($\frac{1}{4}$) inch diameter rope equal in length to the width of the pool and not to exceed forty-five (45) feet in length.

(b) One (1) spineboard shall be available for each pool enclosure, except for spas and wading pools.

(c) For pools with a surface area of two thousand (2,000) square feet or more, a rescue tube or ring buoy shall be provided for each lifeguard on duty.

(d) A standard twenty-four (24) unit first aid kit approved for swimming pools by the American Red Cross and two (2) blankets shall be provided within each pool enclosure. The first aid kit shall be kept filled and ready for use whenever the pool is open.

(e) A telephone shall be located within two hundred (200) feet of the pool enclosure and must be available for emergency use with the following emergency telephone numbers posted within view:

- (1) 911.
- (2) Ambulance or rescue unit.
- (3) Hospital.
- (4) Police station.
- (5) Fire department.

(f) Depth markings of pools shall conform to 675 IAC 20-2.

(g) A removable buoyed transition line, anchored at each end, shall separate the shallow area defined as five (5) feet or less, from the deeper pool area, except when the pool is being used for organized activities.

(h) One (1) unit of lifesaving equipment, in good repair, ready for use, and stored within twenty (20) feet of the pool, shall be provided for each two thousand (2,000) square feet of pool water surface, except spas and wading pools. *(Indiana State Department of Health; 410 IAC 6-2.1-34)*

410 IAC 6-2.1-35 Lifeguards

Authority: IC 16-19-3-4

Affected: IC 16-19-3

Sec. 35. (a) A qualified lifeguard is required for all public pools. A qualified lifeguard is required for all semi-public pools with a surface area of two thousand (2,000) square feet or more. Lifeguards must be on duty at poolside at all times when the pools are open for use.

(b) A qualified lifeguard or attendant must be stationed continuously at a waterslide and control its use.

- c. **Director of Maintenance:** Mr. Grzesiak was not present, but had submitted the following report to the Board:

Western School Corporation

2600 S. 600 W.
Russiaville, IN 46979.

Status Report from Pat Grzesiak

For the month of September 2009

Building Projects

- ❖ I am having new outside wall lights installed this month for the new sidewalk that we put in at the north end of the Middle School. Also I am having a light pole with two flood lights and three wall lights installed to light up the sidewalks in front of the Auditorium and the High School gym wall for our new parking arrangement for the buses in the morning. This will help with the safety of our students and staff when the time change takes affect.
- ❖ We have signed contracts and issued the "Notice to Proceed" to the following contractors for the Water Project.
 1. Maddox Industrial Contractors for Division A
 2. Peerless-Midwest for Division B
 3. F & K Construction for Division C

Maddox has already had surveying started and fencing off the area for safety reasons. The new building area and access road is staked out. Peerless-Midwest will start drilling the new well and taking out the test well on the 14th of this month. F & K will start the trenching this month also. If you have any questions please feel free to call me. I have also sent the packet of information to Ms. Sarah Hudson from IDEM and will receive the grant money and official award certificate this month. I would like to thank her and Ethel Morgan of Hometown Engineering for all their help with getting the grant money from the state.

- ❖ The all weather track is now done being resealed and restriped. I think it looks great.
- ❖ I am getting ready to start the south parking lot area by the softball and J.V. Practice fields for our students and patrons to be closer to the areas and for parking relief during games and tourneys. Davidson Excavating and Wyatt Johnson of 40th Parallel are doing this project.

As always if you have any question please call me or stop in and ask me anytime.

Pat Grzesiak

Pat Grzesiak – Director of Maintenance

- d. **Director of Technology:** Mr. Taylor was not present but had submitted the following report to the Board. Mrs. Singer asked and Mr. Davis answered her question regarding the wireless slate tablets.

Technology Director Report

September 9, 2009

Electronic Data Submission

The start of the school year is also a busy time for data submissions to the state STN site. Normally a routine report, the monthly submission of all student STN data is usually filled with

several issues to resolve as we start the school year and this year was no different. I have finished the Suspension/Expulsion report and submitted GQE retest label data. I will be finishing the Title I submission within the next two weeks before we begin all of the “count day”

related reports in October. I will be participating in a special webinar session tomorrow for the

Special Education report along with attending a special meeting of KASEC to make sure state

reporting for Special Education funding is handled properly.

Textbook Related Technology

Most of the textbook publishers now offer some kind of technology incentive with their textbook purchase. We have been busy installing wireless slate tablets which provide an interactive white board experience with a small wireless tablet. We have also started the installation of two Mimio portable interactive white board devices that turn a standard whiteboard into an Interactive white board. We have some special training scheduled this next

Monday, September 14 for the eInstruction Mobi slates and a set of classroom response units (clickers).

Other Items

☐ We are working with several areas of special education to provide technology needs. I have met with the middle school principal and special education staff and have made some determinations for some new computers and put in place some plans to utilize the Read Out Loud software and we are also going to be testing a new reading pen.

☐ We are also working with Nikki Sanders and will begin to put some student stations in her area and take advantage of some special assistive technology in her area.

☐ We have ordered a small number of teacher replacement stations that we are starting to get in place and we will need to order quite a few more to keep up with our replacement cycle.

☐ Plans are underway to establish 10 computer stations for credit recovery and student use in the ISS/Alternative school classroom.

☐ The High School has just purchased licenses for Study Island and we are getting accounts created for students to use in preparation for the End of Course Assessments for Algebra I and English 10.

e. **Assistant Superintendent:** Mr. McCracken submitted the following report:

1. WESTAG

- The first BBPC meeting of this school year is scheduled for September 24, from 4:00 - 5:15 p.m.

2. ISTEP+ Update

- Fall GQE is September 15-17

- Spring 2009 ISTEP+ Results for Grade 3 – 8 (see attached)

- ☐ The Spring ISTEP+ was a new test with new items.

- ☐ Establishes a new baseline with new cut-scores.

- ☐ AYP for this year will be based on the Fall 2008 tests and not the Spring results.

- ☐ For AYP, the results will only be used for determining Safe Harbor.

- ☐ The State is not sure how the Spring ISTEP+ results will impact this year's P.L. 221 Accreditation. It would be hard to use the results as a comparison since the test has changed. This is especially true as the high schools have changed from the GQE to End of Course Assessments (ECA).

- ☐ Remediation dollars for this school year will be based on the Spring 2009 test results.

3. Curriculum Mapper Demonstration

4. Summer School Reimbursement (see attached)

5. Planning

- Curriculum Mapping

- Alternative Education Program Planning

- Response to Intervention

- High Ability Program Review

**ISTEP+ Comparison Information
Percent Passing**

	<u>Grade 3</u>	<u>Grade 4</u>	<u>Grade 5</u>	<u>English/Language Arts</u>	<u>Grade 8</u>	<u>Grade 9</u>	<u>Grade 10</u>
1997	Above						78%
1998	Above						76%
1999	Above						78%
2000	Above						73%
2001	Above						83%
2002	Above						84%
2003	Above	79%	74%			77%	82%
2004	Above	72%	81%			84%	79%
2005	Above	84%	71%			78%	83%
2006	Above	78%	78%			81%	80%
2007	Above	74%	78%			82%	84%
2008	Above	75%	82%			79%	78%
Sp 2009 Above	80%	79%	77%	81%	81%	82%	

	<u>Grade 3</u>	<u>Grade 4</u>	<u>Grade 5</u>	<u>Math</u>	<u>Grade 8</u>	<u>Grade 9</u>	<u>Grade 10</u>
1997	Above						63%
1998	Above						69%
1999	Above						73%
2000	Above						73%
2001	Above						77%
2002	Above						78%
2003	Above						82%
2004	Above	75%	81%			85%	79%
2005	Above	74%	77%			83%	80%
2006	Above	77%	74%			85%	81%
2007	Above	75%	71%			81%	79%
2008	Above	77%	85%			81%	79%
Sp 2009 Above	82%	70%	86%	83%	83%	85%	

Both English/Language Arts and Math

	<u>Grade 3</u>	<u>Grade 4</u>	<u>Grade 5</u>	<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>	<u>Grade 9</u>	<u>Grade 10</u>
1997	Above							
1998	72%			61%		77%		59%
1999	82%			65%		67%		62%
2000	77%			63%		76%		67%
2001	65%			62%		73%		65%
2002	54%			71%		78%		72%
2003	66%			73%		75%		74%
2004	59%			75%		82%		78%
2005	73%	65%	72%	67%	65%	72%	78%	73%
2006	74%	72%	63%	69%	72%	75%	75%	75%
2007	74%	67%	71%	73%	80%	75%	74%	73%
2008	72%	68%	65%	73%	71%	72%	74%	73%
2009	74%	70%	77%	72%	78%	78%		69%
Sp 2009	74%	66%	75%	66%	75%	71%		

Science

	<u>Grade 3</u>	<u>Grade 4</u>	<u>Grade 5</u>	<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>	<u>Grade 9</u>	<u>Grade 10</u>
2004	Above		72%					
2005	Above		64%		67%			
2006	Above		74%		70%			
2007	Above		64%		74%			
2008	Above		73%		75%			
Sp2009	Above	79%		66%				

Social Studies

	<u>Grade 3</u>	<u>Grade 4</u>	<u>Grade 5</u>	<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>	<u>Grade 9</u>	<u>Grade 10</u>
Sp2009	Above	Above			75%		80%	

**Special Education Comparison
All Special Education Students Passing**

	2004	2005	2006	2007	2008	2009
Grade 3 English Math	56% 53%	48% 56%	65% 68%	76% 66%	75% 70%	63% 61%
Grade 4 English Math Science	49% 51%	56% 48%	50% 50%	39% 55%	52% 52%	41% 35% 50%
Grade 5 English Math Science Social Studies	16% 32%	33% 31% 17%	45% 65% 55%	50% 41% 41%	47% 69% 73%	50% 65% 46%
Grade 6 English Math Science	29% 37%	25% 45%	42% 42%	42% 67%	30% 35%	35% 35% 47%
Grade 7 English Math Science Social Studies	31% 38%	16% 63% 19%	39% 61% 28%	48% 37% 41%	39% 70% 57%	20% 40% 45%
Grade 8 English Math	45% 65%	20% 30%	26% 52%	32% 45%	40% 32%	42% 35%
Grade 9 English Math	22% 22%	13% 35%	18% 35%	25% 42%		
Grade 10 English Math	36% 14%	21% 21%	33% 38%	44% 44%	27% 27%	

**Free and Reduced Comparison
Free and Reduced Students Passing**

Grade 3 English Math	2005	2006	2007	2008	2009
	69% 65%	74% 59%	67% 59%	79% 60%	72% 68%
Grade 4 English Math Science	71% 61%	72% 64%	63% 56%	56% 54%	62% 44% 54%
Grade 5 English Math Science Social Studies	57% 62% 27%	60% 60% 53%	71% 55% 49%	70% 74% 52%	63% 80% 61%
Grade 6 English Math Science	54% 71%	54% 59%	61% 73%	64% 66%	55% 61% 50%
Grade 7 English Math Science Social Studies	47% 57% 33%	61% 79% 45%	50% 58% 55%	76% 84% 62%	70% 79% 74%
Grade 8 English Math	58% 53%	63% 70%	61% 65%	57% 64%	56% 53%
Grade 9 English Math	50% 54%	64% 62%	66% 63%		
Grade 10 English Math	48% 52%	67% 63%	65% 55%	67% 61%	

2009 Spring ISTEP+ Press Information
September 3, 2009

The Spring 2009 ISTEP+ was a new test, with a new format and with some new items. Additionally, the new test has new baselines and new cut scores.

As we look at the Spring test results, it is somewhat difficult to compare with previous scores due to the changes. However, we will use the scores and data in a variety of ways.

- First, we look at the scores and data on an individual student basis to determine deficiencies so we can plan remediation and intervention.
- Second, we look at the scores and data from a curricular perspective to determine potential gaps or weaknesses in the curriculum and instruction. This information will be used to evaluate our Master Maps for curriculum planning.
- Third, we evaluate the scores over time. We do this evaluation in two ways. Growth of a cohort group and by content comparison among the classes. In comparing growth, we have several classes that have what we refer to as a "picket fence". Where we would like to see a steady increase, we have ups and downs in the overall scores. Our most steady increases/improvements have occurred in the area of mathematics at grades 3 – 8.

Additional testing that was completed this past Spring was the End of Course Assessments (ECA) for Biology I, Algebra I, English 10 (pilot), English 11, and Algebra II. As we look at the results, we have concerns with our Algebra I and Biology I scores, and will be working to improve them this next year.

Western School Corporation is committed to meeting the needs of our students. We implemented full inclusion of special education students in the general education classrooms in all buildings, in the fall of 2006. We believe direct instruction from the general education teacher, with support from the special education staff will enhance learning.

We have also expanded our remediation and summer school opportunities. All schools have developed remediation plans to target those students experiencing difficulties in the classroom and on the ISTEP+ and End of Course Assessment. Our focus is on immediate reinforcement and re-teaching.

Western School Corporation is also developing alternative education programs to offer a full continuum of services during the school year, the summer and during breaks.

Growth Comparison - Spring 2009									
			Grade Level Content - English/Language Arts						
	2	3	4	5	6	7	8		
Class of	2013	72%	72%	71%	81%	78%	79%	77%	
	2014	83%	84%	78%	80%	84%	81%		
	2015	80%	78%	78%	77%	75%			
	2016	81%	74%	82%	77%				
	2017	82%	75%	79%					
	2018	83%	80%						
			Grade Level Content - Mathematics						
	2	3	4	5	6	7	8		
Class of	2013	67%	74%	74%	81%	80%	79%	79%	
	2014	75%	77%	78%	83%	88%	83%		
	2015	84%	77%	71%	83%	78%			
	2016	79%	75%	85%	86%				
	2017	75%	77%	70%					
	2018	78%	82%						
			Grade Level Content - English/Language Arts and Mathematics						
	2	3	4	5	6	7	8		
Class of	2013	59%	65%	63%	73%	71%	78%	71%	
	2014	73%	72%	71%	73%	78%	75%		
	2015	74%	67%	65%	72%	66%			
	2016	74%	68%	77%	75%				
	2017	72%	70%	66%					
	2018	74%	74%						

Growth Comparison - Spring 2009									
			Grade Level Content - English/Language Arts						
	2	3	4	5	6	7	8		
Class of	2013	72%	72%	71%	81%	78%	79%	77%	
	2014	83%	84%	78%	80%	84%	81%		
	2015	80%	78%	78%	77%	75%			
	2016	81%	74%	82%	77%				
	2017	82%	75%	79%					
	2018	83%	80%						
			Grade Level Content - Mathematics						
	2	3	4	5	6	7	8		
Class of	2013	67%	74%	74%	81%	80%	79%	79%	
	2014	75%	77%	78%	83%	88%	83%		
	2015	84%	77%	71%	83%	78%			
	2016	79%	75%	85%	86%				
	2017	75%	77%	70%					
	2018	78%	82%						
			Grade Level Content - English/Language Arts and Mathematics						
	2	3	4	5	6	7	8		
Class of	2013	59%	65%	63%	73%	71%	78%	71%	
	2014	73%	72%	71%	73%	78%	75%		
	2015	74%	67%	65%	72%	66%			
	2016	74%	68%	77%	75%				
	2017	72%	70%	66%					
	2018	74%	74%						

[illegible][illegible]

Mailed
8-18-09

2009 Regular Summer School Final Report
Due September 18, 2009 (or at the conclusion of the summer program)

Corp: 3490 Corporation Name: Western School Corp
Number of Students 2009 Summer School Instructional Costs
(Duplicated Count*) (Please round all amounts to the nearest dollar)

		Teachers	Assistants	Teachers + Assistants
Category 1:				
Grades 1-6	119	\$ 18190.00	\$ 785.00	
Grades 7-8	34	\$ 5085.00	\$ 392.00	
Grades 9-12	193	\$ 40005.00	\$ 0.00	
Total Category 1	346	\$ 63280.00	\$ 1177.00	\$ 64457.00
Category 2:				
Grades 1-6	48	\$ 2329.00	\$ 1163.00	
Grades 7-8	81	\$ 1656.00	\$ 630.00	
Grades 9-12	0	\$ 0.00	\$ 0.00	
Total Category 2	129	\$ 3985.00	\$ 1793.00	\$ 5778.00
Category 3:				
Grades 1-6	0	\$ 0.00	\$ 0.00	
Grades 7-8	0	\$ 0.00	\$ 0.00	
Grades 9-12	0	\$ 0.00	\$ 0.00	

Grand Total (add totals of Category 1 and Category 2) \$ 70235.00

* Duplicated Count - If a student is enrolled in both categories (1 & 2) that student is counted as one for each category.

Unduplicated student count	444	Number of Classes	20
Unduplicated teacher count **	17	Unduplicated Assistant count**	4

** Unduplicated Count - A student/teacher/assistant is only counted once no matter how many classes each attend/teach.

Aggregate days of attendance 4737

***Aggregate attendance - means the total days of attendance accumulated by all students enrolled in summer school programs. Attendance shall be taken twice during each full student instructional day, once in the morning and once in the afternoon session. A student in attendance during any part of the day, up to and including one-half of the day shall be counted as in attendance for one-half day. A student in attendance for more than one-half of the day shall be counted as in attendance for one day.

I, the undersigned, certify that this report is true and accurate in every respect to the best of my knowledge and belief.

Randy McCracken
Contact Person
Mail to: Pam Briscoe
Indiana Dept. of Education
Room 229 State House
Indianapolis, IN 46204-2798

Peter O'Rourke Date 8/17/09
Superintendent's Signature
Dr. Peter O'Rourke
Superintendent's Name
Phone/Email 765-883-5576/porourke@western.k12.in.us

Mr. McCracken also provided a presentation on Curriculum Mapping. Mr. Kenworthy asked how the teachers used the data and what was the relationship(s) among mapping information and daily/weekly teacher lesson plans.

Mrs. Singer commented that the mapping process should help with teacher accountability.

f. **Superintendent:** Dr. O'Rourke submitted the following report:

A. Enrollment: September 18, 2009 is the official ADM count day. In anticipation of this, here is a comparison of current raw enrollment number compared to last year:

	<u>2008</u>	<u>2009</u>
K	152	187
1	205	157
<u>2</u>	<u>203</u>	<u>186</u>
Total	560	530
3	198	205
4	201	189
<u>5</u>	<u>195</u>	<u>202</u>
Total	594	596
6	202	189
7	204	197
<u>8</u>	<u>188</u>	<u>198</u>
Total	594	584
9	211	193
10	210	215
11	199	206
12	191	192
Total	811	806
Grand Total	2559	2516

Notes:

1. We are down in total enrollment.
 2. The second grade is at 186 vs. 205 in the first grade last year; grades 3-4 have a similar issue. This will have a negative impact on ADM money.
 3. The Kindergarten numbers are up which is good for the future; however, remember that K kids only bring in .5 ADM per child and that the K grant (~\$1,000) does not make up for the difference.
 4. I estimate around 50-70 thousand dollars (it is an average) less in tuition support this year due to 1-3.
 5. Once things settle down, I will have the principals do a mobility study similar to the one we did last year.
- B. Head Start: The class is off and running at the Primary School with a total of 34 kids, of which 21 or 61.7% are Western kids. This presents us with a wonderful opportunity to nurture these children using our Primary School Social Worker.
- C. Title 1 and Special Education Stimulus Dollars: We are now receiving both of these funds. Remember that, although these dollars will help us maintain programs, etc; predictably, these fund sources will eventually come to an end and we will have to take a very careful look at staffing for SY 2010-11 in January-February 2010.
- D. Liability Insurance: I attended a meeting hosted by Mike Miles, Miles and Finch, on July 24, 2009. The decision was made to continue looking at liability as a group (other Howard County Schools). This year we decided to change vendors from Hanover to Indiana Insurance. Each school in the group is saving approximately 20%. In our case, the premium went from \$140,000 to \$118,395 per annum, fixed for two years, saving \$21,605 per annum.
- E. Basic Grant Worksheet: Based on the current enrollment/ADM projections, I have included the projected tuition support money for your info.

3490 - Western School Corp

7. Small Schools Grant Section I, Line 7	\$0.00
8. 2010 State Tuition Support Add Lines 1, 2, 3, 4, 5, 6, and 7	\$13,877,483.10

SECTION: K

CALCULATION OF ALLOWABLE EXPENDITURES FROM THE 2010 CAPITAL PROJECTS FUND FOR UTILITY SERVICES AND PROPERTY AND CASUALTY INSURANCE

The Calculation of Expenditures from the 2010 Capital Projects Fund applies to school corporations.

The Section M Line 9 amount from the 2007 worksheet is the allowable expenditure from the 2010 CPF for utility services and property and casualty insurance. Expenditures for utility services from the CPF will be charged to account number 26200 using objects 621, 622, 623, 624, 411, 625, 626, 412, and 419 and expenditures for property and casualty insurance from CPF will be charged to account 26700 using object 520 and when totaled will not exceed the Section M Line 9 amount from the 2007 worksheet. The maximum 2010 amount is three and five-tenths (3.5%) of the school corporation's 2005 year distribution.

Remember to advertise and adopt a Capital Projects Fund budget, rate, and levy that are sufficient for an adjustment to the rate cap for utilities and property and casualty insurance.

FUNDING COMPARISON

The Funding Comparison applies to school corporations and charter schools.

State Support	2009	2010	Funding Inc/Dec	Pct
1. Basic Tuition Support	\$12,521,496.00	\$12,485,092.00		
	DOE SA549	Section C, Line 14		
a. Virtual Charter Schools	N/A	\$0.00		
		Section C1, Line 2		
2. Academic Honors Diploma Grant	\$72,900.00	\$40,500.00		
	DOE SA549	Section D, Line 1		
3. Pre school Special Education	\$88,000.00	N/A (included in		
	2009 worksheet	special education		
	Section I, Line 1	grant)		
4. Special Education Grant	\$901,103.00	\$938,562.00		
	DOE SA549	Section E, Line 5		
5. Career and Technical Education	\$174,775.00	\$218,750.00		
	DOE SA549	Section F, Line 20		
6. Prime Time Grant	\$226,407.27	\$194,579.10		
	DOE SA549	Section G, Line 16		
7. Restoration Grant	N/A	\$0.00		
		Section H, Line 16		
8. Small Schools Grant	N/A	\$0.00		
		Section I, Line 7		
6. TOTAL FUNDING	\$13,984,681.27	\$13,877,483.10	(\$107,198.17)	-0.77
8/14/2009 8:43:33 AM	Basic Grant Worksheet Simulation	Created By 3490 - Western School Corp		

- F. United Way 2009: Western Schools did a wonderful job supporting United Way again this year. Total was \$8433, compared to \$6375 (2008) and \$5117 (2007)! The winners have been selected and Harry is on board. Any other takers?
- G. Free Lunches/Textbooks: I have enclosed a summary of F/R/T numbers for 2009-2010 and previous years for your use. As you can see both the percentage and student numbers are predictable up.

Free Lunches/Textbooks, Percent of Students

<u>Year</u>	<u>Western School Corp</u>
2009-10	27.5% (693 students)
2008-09	22% (562 students)
2007-08	21%
2006-07	20%
2005-06	18%
2004-05	16%
2003-04	16%
2002-03	16%
2001-02	16%
2000-01	15%
1999-00	14%
1998-99	13%
1997-98	13%

- H. Strategic Planning – The Next Step: Western has a very comprehensive, demanding corporation strategic plan, which is only as good as its implementation. We have established five very ambitious goals. I would like to suggest that the Board President form five Board subgroups, each chaired by a Board member that would meet monthly, determine reporting requirements

and collect the appropriate data. At the end of each semester, we would have a ½ to 1 day retreat where the subgroups would report out on their findings. Composition of each subgroup would be determined by the subgroup leader. After the retreat, we would put the results (status reports) on the School Board agenda and the website for updating the public. What do you think?

Item #8 – Approval of the Budget:

Mr. Maugans moved to approve the 2010 Budget (Forms 4 and 5). Mr. Marley seconded the motion which passed 6-0.

Item #9 – SAT Report:

Mr. Davis, Western High School Principal, provided a report on the results of the most recent SATs.

Mr. Davis requested that the Board add Level VI World Language Courses-French VI, Japanese VI, and Spanish VI – to the high school course list. Mr. Maugans so moved. The motion was seconded by Mr. Davidson and passed 6-0.

Item #10 – Grant for FIRST Robotics Program:

Mr. Davidson moved that the Board accept the grant from The Chrysler Foundation in support of the 2009-2010 FIRST Robotics program and the Best Buy gift card provided by the American Red Cross. Mr. Koloszar seconded the motion which passed 6-0.

Item #11 – Personnel:

Mr. Davidson made a motion to approve the following personnel items:

1. Resignations:
 - a. Caden Cline – Western High School special education aide
 - b. Dave Merica – Girls basketball head coach
 - c. Jackie Huffer – Primary School title I aide
2. Recommendations:
 - a. Caden Cline – High School Special Education Teacher
 - b. Terry Thompson – Bus Driver
 - c. Permission to hire two additional aides for kindergarten
 - d. Dee Emmons and Amy Sutton – 9th grade class sponsors
 - e. Matt Jung – Panther Tech

- f. Tammy Smith – Primetime aide – WPS
- g. Karen Sallee – Primetime aide – WPS
- h. Meagan Dunn – Primetime aide – WPS
- i. Jennifer Brown – Increase of hours in Primary School kitchen
- j. Michaela Weber – Cook/server, Primary School kitchen
- k. Lynn Guinn, Kay Lazar, and Matt Nuss – Friendship home tutors
- l. Bev Austin – Medical homebound instruction
- m. Mitzi Rivers – High School special education aide

Mr. Marley seconded the motion which passed 6-0.

Item #12 – NEOLA:

Mr. Maugans moved to approve the enclosed NEOLA policies as indicated. Mr. Davidson seconded the motion which passed 6-0.



THE source for current, legally-compliant Board Policies, Administrative Guidelines,
and correlated Forms in electronic or printed format.

June 24, 2009



Corporate Office
3914 Clock Pointe Trail
Suite 103
Stow, OH 44224
330-926-0514 phone
330-926-0525 fax

Richard N. Clapp, PhD.
President,
Chief Executive Officer

Sandra E. Krueger
Chief Operating Officer

Patrick Corbett
Executive Director

Joseph T. Funai
Chief Financial Officer

Amanda J. Clapp, Esq.
Director of Legal Research
and Information Services

Melissa A. Chapman
Manager of
Corporate Accounting



Production Office
632 Main Street
Coshocton, OH 43812
740-622-5341 phone
800-407-5815 phone
740-622-2557 fax

Evalyn A. Shroyer
Director of Production

Myra L. Wilde
Assistant Manager

Anthony C. D'Arrigo
Director of Technology

Dr. Peter O'Rourke, Supt.
Western School Corporation
2600 South 600 West
Russiaville, IN 46979

Dear Peter:

Sandi

Enclosed are the proposed new/revised/replacement policies to take to your Board to be adopted. At the top of each policy, it is marked new policy, revised policy, or replacement policy for Board reference. The portions in ***bold-face italic*** are the revisions NEOLA recommends or are statutory requirements. Any portion that has been crossed out indicates a suggested deletion.

Please have your Board of Education adopt these policies. Then, as soon as possible, send back those which were adopted along with any changes that have been made. Please include the attached disposition form with the adoption date(s).

We will then process these revisions and send copies for insertion into each of your policy manuals.

If you have any questions about this package, feel free to call the production office at 740-622-5341. Thank you for the opportunity to be of service.

Cordially,

Sandy Krueger/daf
Sandy Krueger
Chief Operating Officer

Peter

SK/daf

9/16/09

Refused as requested

Enclosures

WESTERN SCHOOL CORPORATION
DISPOSITION OF NEW/REVISED/REPLACEMENT
POLICIES FOR BOARD ADOPTION

page 1 of 1

<u>Policy Number</u>	<u>Adopted</u>	<u>Tabled</u>	<u>Rejected</u>
0144.2	✓	_____	_____
2464	✓	_____	_____
3120.04	✓	_____	_____
4217	✓	_____	_____
5410	✓	_____	_____
5460	✓	_____	_____
6460	✓	_____	_____
7410	<u>NOT IN PACKET, DATED 6/24/09 FROM NEDLA</u>		
7530.01	✓	_____	_____
7541	✓	_____	_____
8210	✓	_____	_____
1521	<u>WITH CHANGES</u>	_____	_____
3121	<u>WITH CHANGES</u>	_____	_____
4121	<u>WITH CHANGES</u>	_____	_____
8121	<u>WITH CHANGES</u>	_____	_____

Approved as indicated at Western
School Bd. Meeting, 9/15/09
Celia Roub, Superintendent.

bylaw

BOARD OF SCHOOL TRUSTEES WESTERN SCHOOL CORPORATION

BYLAWS
0140/page 1 of 12

MEMBERSHIP

0141 **Number**

The School Board shall consist of seven (7) members.

0142 **Election/Appointment**

Members shall be qualified and elected in accordance with the Corporation's Reorganization Plan adopted August 13, 1987 (I.C. 20-33-4.27 or 4.35). In accordance with I.C. 20-26-4-11, if an employee is elected or appointed to the Board, s/he must resign from employment with the Board.

No person otherwise eligible to assume office as a member of the Board shall be disqualified on the basis of age if s/he is at least twenty-one (21) years of age. (I.C. 20-26-4-9)

Before August 1st of each year, the School Corporation shall file with the State Superintendent of Public Instruction a listing of the:

- A. names and addresses of members of the School Corporation's Board of School Trustees;
- B. names and addresses of the School Corporation's officers;
- C. expiration dates of the terms of the School Corporation's members and officers.

Should a change occur in Board membership during the term of one or more members of the Board, the School Corporation shall file the change with the State Superintendent of Public Instruction within thirty (30) days after the change occurs. (I.C. 20-23-8-22)

Revised 5/16/94
Revised 12/11/00
Revised 2/26/06

0142.1 **Term**

The term of each Board member shall be four (4) years.

bylaw

BOARD OF SCHOOL TRUSTEES WESTERN SCHOOL CORPORATION

BYLAWS
0140/page 2 of 12

0142.2 Oath

Each newly elected, re-elected, appointed, or re-appointed Board member shall take an oath of office administered by a notary public or other qualified person not later than thirty (30) days after the beginning of the term of office to which s/he was elected or appointed as well as other oaths which may be required for transactions connected with or related to the educational program of the Corporation. (I.C. 33-16-4-1)

The oath must be signed by the Board member and the person who administers it and filed in the circuit court clerk's office of the county containing the greatest percentage of the population of the school corporation. (I.C. 20-26-4-2, 5-4-1-4)

Revised 12/11/00
Revised 10/21/02
Revised 2/26/06

0142.3 Vacancies

The membership of a Board member shall become vacant immediately upon the occurrence of any one (1) of the following events:

- A. the death of the incumbent
- B. the incumbent's being found mentally incompetent by the proper court
- C. the incumbent's resignation shall be submitted in writing to the clerk of the circuit court
- D. the incumbent's conviction of a felony (I.C. 5-8-1-35)
- E. the incumbent's election or appointment being declared void by a competent tribunal
- F. the incumbent's failure to take the oath of office
- G. the incumbent's ceasing to possess the legal qualifications for holding office

bylaw

BOARD OF SCHOOL TRUSTEES WESTERN SCHOOL CORPORATION

BYLAWS
0140/page 3 of 12

- H. the incumbent's moving his/her residence out of the Corporation

A vacancy shall be filled by the remaining members of the Board within thirty (30) days.

I.C. 5-8-1-35, 5-8-3.5-1
I.C. 20-23-4-30

FILLING A BOARD VACANCY

- A. The Board shall seek qualified and interested candidates from the community through the news media, word of mouth, and contacts with appropriate organizations.
- B. All applicants are to submit a notice of their interest, in writing, to the ranking Board member.
- C. The Board shall interview interested candidates to ascertain their qualifications.
- D. Appointment by the Board to fill a vacancy shall be by majority vote of the full Board.

Revised 5/16/94
Revised 12/11/00
Revised 2/26/06

0142.4

Board Member Leave of Absence for Military Service

A Board member who elects to take a leave of absence because s/he has been called into active duty in the Armed Forces of the United States or the National Guard and is therefore unable to perform the duties of boardmanship is entitled to a leave of absence for the period of time of the active duty. A Board member's salary will be prorated to reflect the period of activity duty.

The Board member shall give written notice to the Clerk of the Circuit Court stating that s/he has been called into active duty and will be temporarily unable to perform the duties of school Board member.

bylaw

BOARD OF SCHOOL TRUSTEES WESTERN SCHOOL CORPORATION

BYLAWS
0140/page 4 of 12

During the Board member's leave of absence the position on the Board must be filled in the same manner as filling other vacancies on the Board. The person selected or appointed serves until the date the Board member's leave of absence ends or the term of his/her office expires.

The person selected or appointed to the Board assumes the rights and duties of boardmembership and receives the adopted compensation established for the office for the time of the temporary appointment.

In the event the Board member's term of office expires during such a leave of absence, the office shall be filled as provided by law. Except as provided by a Federal law or regulation, a Board member who is on such a leave of absence is entitled to become a candidate for and be elected to the office from which s/he has taken a leave of absence.

I.C. 5-9-4

Adopted 2/26/06

0142.5

Orientation

The Board believes that the preparation of each Board member for the performance of Board duties is essential to the effective functioning of the Board. The Board shall encourage each new Board member to understand the functions of the Board, acquire knowledge of matters related to the operation of the Corporation, and learn Board procedures.

Each new Board member shall be invited to meet with the Superintendent to discuss Board functions, policies, and procedures.

The Board shall encourage the attendance of each new Board member at orientation and training meetings.

0143

Board Member Authority

Individual members of the Board do not possess the powers that reside in the School Board but no member of the Board shall be denied documents or information to which s/he is legally entitled and which are required in the performance of his/her duties as a Board member.

Access to Corporation personnel records shall be subject to the following guidelines:

- A. Examination of school employee personnel records by the School Board shall be conducted only at executive sessions of the Board. Any Board member may request that the Superintendent bring the personnel records of a designated employee(s) to an executive meeting of the Board.
- B. Personnel records shall, in their entirety, be returned to the custody of the Superintendent at the conclusion of the executive session of the Board.
- C. Information obtained from employee personnel records by members of the Board shall be used only for the purpose of aiding the members in fulfilling their legal responsibilities in making decisions in matters such as appointments, assignments, promotions and demotions, remuneration, discipline, and dismissal or to aid the development and implementation of personnel policies, or for such other uses as are necessary to enable the Board to carry out its legal responsibilities.

0143.1 Public Expressions of Board Members

From time to time individual Board members make public statements on school matters:

- A. to local media;
- B. to local officials and/or State officials.

Sometimes the statements imply, or the readers (listeners) infer, that the opinions expressed or statements made are the official positions of the Board. The misunderstandings that can result from these incidents can embarrass both the member and the Board. Therefore, Board members should, when writing or speaking on school matters to the media, legislators, and other officials, make it clear that their views do not necessarily reflect the views of the Board or of their colleagues on the Board.

bylaw

BOARD OF SCHOOL TRUSTEES WESTERN SCHOOL CORPORATION

BYLAWS
0140/page 6 of 12

This bylaw shall apply to all statements and/or writings by individual Board members not explicitly sanctioned by a majority of its members, except as follows:

- A. correspondence, such as legislative proposals, when the Board member has received official guidance from the Board on the matters discussed in the letter
- B. routine, not-for-publication, correspondence of the Superintendent and other Board employees
- C. routine "thank you" letters of the President of the Board
- D. statements by Board members on nonschool matters (providing the statements do not identify the author as a member of the Board)
- E. personal statements not intended for publication

0144

Operations

0144.1

Compensation

Board members shall receive each year a basic compensation of \$2,000.00. Expenses of a Board member shall be reimbursed when incurred in the performance of his/her duties or in the performance of functions authorized by the Board and duly vouchered.

I.C. 20-26-4-7

The following guidelines have been established by the Board to ensure appropriate and proper reimbursement of expenses for Board members.

- A. Expenses will be reimbursed only for activities authorized by the Board.
- B. Reimbursement for mileage will not exceed the current rate established for Corporation employees.
- C. When attending a Board-approved conference, all fees, parking, mileage, meals, and lodging will be reimbursed.

bylaw

**BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION**

BYLAWS
0140/page 7 of 12

REVISED BYLAW 0144.2 - VOL. 21, NO.2, APRIL 2009

- D. No entertainment expenses not included as a part of a program or purchases of alcoholic beverages not included as a part of a meal are reimbursable.
- E. A voucher detailing the amount and nature of each expense must be submitted to the Board for approval.

Revised 5/16/94
Revised 2/26/06

0144.2

Board Member Ethics

A School Board member should honor the high responsibility which his/her membership demands by:

- A. thinking always in terms of "children first";
- B. understanding that the basic function of the School Board member is "policy-making" and not "administrative", and by accepting the responsibility of learning to discriminate intelligently between these two (2) functions;
- C. accepting the responsibility along with his/her fellow Board members of seeing that the maximum of facilities and resources is provided for the proper functioning of schools;
- D. refusing to "play politics" in either the traditional partisan, or in any petty sense;
- E. representing at all times the entire school community;
- F. accepting the responsibility of becoming well informed concerning the duties of Board members, and the proper functions of public schools;
- G. recognizing responsibility as a State official to seek the improvement of education throughout the State.

bylaw

BOARD OF SCHOOL TRUSTEES WESTERN SCHOOL CORPORATION

BYLAWS
0140/page 8 of 12

A School Board member should respect his/her relationships with other members of the Board by:

- A. recognizing that authority rests only with the Board in official meetings, and that the individual member has no legal status to bind the Board outside of such meetings;
- B. *recognizing the integrity of his/her predecessor and associates and the merit of their work;***
- ~~B.C.~~ refusing to make statements or promises as to how s/he will vote on any matter which should properly come before the Board as a whole;
- ~~C.D.~~ making decisions only after all facts bearing on a question have been presented and discussed;
- ~~D.E.~~ respecting the opinion of others and by graciously conforming to the principle of "majority rule";
- ~~E.F.~~ refusing to participate in irregular meetings such as "secret" or "star chamber" meetings, which are not official and which all members do not have the opportunity to attend.
- G. *attempting to fairly appraise both the present and future educational needs of the community.***

A School Board member should maintain desirable relations with the Superintendent of Schools and his/her staff by:

- A. striving to procure, when the vacancy exists, the best professional leader available for the head administrative post;
- B. giving the Superintendent full administrative authority for properly discharging his/her professional duties, and also by holding him/her responsible for acceptable results;
- C. acting only upon the recommendation of the Superintendent in matters of employment or dismissal of school personnel;

bylaw

BOARD OF SCHOOL TRUSTEES WESTERN SCHOOL CORPORATION

BYLAWS
0140/page 9 of 12

- D. having the Superintendent present at all meetings of the Board except when his/her contract and salary are under consideration;
- E. referring all complaints to the proper administrative office and by discussing them only at a regular meeting after failure of administrative solution;
- F. striving to provide adequate safeguards around the Superintendent and other staff members to the end that they can live happily and comfortably in the community and discharge their educational functions on a thoroughly professional basis;
- G. presenting personal criticisms of any employee directly to the Superintendent.

A School Board member should meet his/her responsibilities to his/her community by:

- A. attempting to appraise fairly both the present and future educational needs of the community;
- B. regarding it as a major responsibility of the Board to interpret the aims and the methods of the schools of the community;
- C. insisting that all school business transactions be on an open, ethical, and above-board basis;
- D. vigorously seeking adequate financial support for the schools;
- E. refusing to use his/her position on a School Board in any way whatsoever for personal gain or personal prestige;
- F. refusing to discuss personnel matters or any other confidential business of the Board in his/her home, on the street, or in his/her office;
- G. winning the community's confidence that all is being done in the best interests of school children.

Indiana School Boards Association

bylaw

BOARD OF SCHOOL TRUSTEES WESTERN SCHOOL CORPORATION

BYLAWS
0140/page 10 of 12

0144.3 Conflict of Interest

Board members shall perform their official duties in a manner free from any possible criticism or prejudice or self interest. To this end:

- A. every effort shall be made to avoid the possibility of a claim being made that an individual participated in reaching a decision on a matter in which s/he had either a direct or an indirect financial interest of a substantial nature;
- B. each member of the Board shall resist every temptation and outside pressure to use his/her position as a Board member to benefit either himself/herself or any other individual or agency apart from the total interest of the School Corporation;
- C. when a member of the Board determines that the possibility of a personal interest conflict exists, s/he should, prior to the matter being considered, disclose his/her interest in accordance with statute (such disclosure shall become a matter of record in the minutes of the Board), and thereafter shall abstain from participation in both the discussion of the matter and the vote thereon; (I.C. 35-44-1-3)
- D. no member of the Board may obtain, for at least one (1) year after termination of service on the Board, a pecuniary interest in any Corporation contract or purchase which was approved during his/her tenure. (I.C. 35-44-1-7)

The Board will not employ the children, spouse, parents, or bona fide dependents of a Board member except in an emergency substitute situation.

bylaw

BOARD OF SCHOOL TRUSTEES WESTERN SCHOOL CORPORATION

BYLAWS
0140/page 11 of 12

0144.4

Indemnification

The Board will pay all costs and fees incurred by or on behalf of any Board Member of the Corporation in defense of any suit arising out of the performance of duties for the Corporation, except in the case of a civil rights suit as discussed below, provided the Board by resolution determines that such action was taken in good faith. The Corporation shall, subject to the provisions of statute, also pay any judgment, compromise, or settlement of the claim, or suit when the Board determines that it is in the best interest of the Corporation, the act or omission causing the loss is within the scope of the member's duties, and the member did not act in bad faith or with malfeasance in office. The intent is to save any such member harmless from any liability, cost, or damage in connection therewith, including but not limited to the payment of any legal fees, except where such liability, cost, or damage is predicated on, or arises out of, the bad faith of such member or is a claim or judgment based on his/her malfeasance in office.

If a present or former Board Member of the Corporation is or could be subject to personal civil liability for a loss occurring because of a noncriminal act or omission within the scope of his/her duties which violates the civil rights laws of the United States, the Board shall, subject to the provisions of statute, pay any judgment, compromise, or settlement of the claim or suit when the Board determines that paying the judgment, compromise or settlement is in the best interest of the Corporation. The Corporation shall also pay all costs and fees incurred by or on behalf of any such member in defense of any such claim or suit.

I.C. 20-26-5-4
I.C. 34-13-2-1
I.C. 34-13-3-5
I.C. 34-13-3-20
I.C. 34-13-4-1

Revised 10/21/02

bylaw

BOARD OF SCHOOL TRUSTEES WESTERN SCHOOL CORPORATION

BYLAWS
0140/page 12 of 12

0144.5

Gifts and Gratuities

A Board member or an employee of the School Corporation making a recommendation to the Board on a matter to be considered by the Board shall not accept a gift or gratuity from a person or entity having a substantial personal or pecuniary interest in the Board's decision on the matter in accordance with the restrictions and provisions of I.C. 35-44-1-3.

A Board member who has accepted a gift or gratuity from a person or entity having a substantial personal or pecuniary interest in the Board's decision may return the gift or gratuity or its value to the source and thereafter participate in the process of consideration of the matter, and the Board vote on the matter.

If a Board member taking part in evaluating a proposal to be considered by the Board, or a dependent of a Board member, has accepted a gift or gratuity from a person or entity having a substantial personal or pecuniary interest in the Board's decision, the Board member shall abstain from all involvement in the formulation of a recommendation to the Board, Board discussion on the matter, and the Board vote on the matter.

I.C. 35-44-1-3

Adopted 1/15/08

policy

BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION

PROGRAM
2464/page 1 of 2

REVISED POLICY – VOL. 21, NO 2, APRIL 2009

PROGRAMS FOR GIFTED/TALENTED **HIGH ABILITY** STUDENTS

In accordance with the ~~philosophy of the School Board to develop the special abilities of each student,~~ **State law,** the Board **of School Trustees shall develop a plan to provide appropriate educational experiences to high ability students in the School Corporation in grades kindergarten through grade 12.** recognizes that appropriate instructional programs may be designed and conducted to meet the needs of gifted talented students in grades K through 12.

The plan must include the following components:

- A. **a broad based planning committee that meets periodically to review the Corporation's plan for high ability students**
- B. **a student identification system that is multifaceted and includes performance based assessment, potential based assessment, and alternative assessment**
- C. **professional development**
- D. **development and implementation of local services for high ability students**
- E. **systematic program assessment**

~~"Gifted and talented child" means a child who requires services and educational experiences not ordinarily offered in the regular school curriculum to develop demonstrated or potential aptitude, leadership and creativity in either of the following areas:~~

- A. ~~Intellectual/academic, as evidenced by a superior aptitude for:~~
 - 1. ~~understanding facts, concepts, generalizations and their relationships;~~
 - 2. ~~reasoning;~~
 - 3. ~~developing and evaluating ideas as they relate to a specific discipline.~~

policy

**BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION**

PROGRAM
2464/page 2 of 2

- B. ~~Visual or performing acts, as evidenced by a superior aptitude for:~~
1. ~~demonstrating, through exhibition or performance, aesthetic, critical, historical and production aspects of dance, music, theater or the visual arts;~~
 2. ~~understanding the arts, including knowledge, skills, generalizations and their relationships.~~

The learning outcomes of a program for gifted/talented students shall be related to:

- A. ~~expansion of academic attainments and intellectual skills;~~
- B. ~~stimulation of intellectual curiosity, independence, and responsibility;~~
- C. ~~development of originality and creativity;~~
- D. ~~development of positive attitude toward self and others;~~
- E. ~~development of desirable social and leadership skills;~~
- F. ~~career exploration and awareness.~~

High ability students shall be considered those who, through valid assessment:

- A. ***perform at or show potential for performing at an outstanding level of accomplishment in at least one (1) of the following domains: general intellectual, general creative, specific academic, technical and practical arts, visual and performing arts, and interpersonal, and***
- B. ***is characterized by exceptional gifts, talents, motivation, or interests.***

The Superintendent may develop administrative guidelines which shall include those for valid identification, curriculum development and implementation, and assessment of the learning outcomes.

511 IAC 6-9
I.C. 20-36-2

© NEOLA 2009

policy

BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION

PROFESSIONAL STAFF
3120.04/page 1 of 1

REVISED POLICY *-*

EMPLOYMENT OF SUBSTITUTES

The School Board recognizes the need to procure the services of substitutes in order to continue the operation of the schools as a result of the absence of regular personnel.

The Superintendent shall employ substitutes as services are required to replace temporarily-absent regular staff members. Such assignment of substitutes may be terminated when their services are no longer required.

Professional substitutes must possess a valid Indiana professional certification kept on file in the Office of the Superintendent.

In order to obtain proper certification for substitute teaching, the Superintendent shall submit, ~~on a yearly basis,~~ **when changes are necessary**, to the Division of Teacher Licensing of the Indiana Professional Standards Board a certification plan consisting of the following elements:

- A. education requirements for the substitute
- B. documentation of positive work experience with children
- C. the design for in-service training and/or pre-service preparation
- D. pre-employment screening process for criminal background and reference checks
- E. the process for assessing the effectiveness of the substitute teacher

The Superintendent shall sign and submit each application for certification to the Division of Teacher Licensing.

This certification process will apply to all new substitute teachers.

I.C. 20-28-5-12, 20-28-5-14

Revised 9/15/98

© NEOLA 2006

policy

**BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION**

SUPPORT STAFF
4217/page 1 of 2

REPLACEMENT POLICY *-*

WEAPONS

The School Board prohibits support staff members from possessing, storing, making, or using a weapon in any setting that is under the control and supervision of the Corporation for the purpose of school activities approved and authorized by the Corporation including, but not limited to, property leased, owned, or contracted for by the Corporation, a school-sponsored event, or in a Corporation vehicle without the permission of the Superintendent.

The term "weapon" means any object which, in the manner in which it is used, intended to be used, or represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms, guns of any type, including air and gas-powered guns (whether loaded or unloaded), knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, and explosives. A "knife" is defined as "an instrument that: 1) consists of a sharp edge or sharp pointed blade capable of inflicting cutting, stabbing, or tearing wounds; and 2) is intended to be used as a weapon." I.C. 35-47-5-2.5(a)

The Superintendent will refer a staff member who violates this policy to law enforcement officials. The staff member also will be subject to disciplinary action, up to and including termination, as permitted by applicable Board policy and the terms of existing collective bargaining agreements.

This prohibition does not apply to weapons under the control of law enforcement personnel.

Exceptions to this policy include:

- A. items approved by a principal as part of a class or individual presentation under adult supervision, if used for the purpose of and in the manner approved; (Working firearms and ammunition shall never be approved.)
- B. theatrical props used in appropriate settings;
- C. starter pistols used in appropriate school related sporting events;
- D. custodians, maintenance staff and bus drivers may carry and utilize pocket knives.

policy

**BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION**

SUPPORT STAFF
4217/page 2 of 2

Staff members must report knowledge of dangerous weapons and/or threats of violence by students, staff members, or visitors to the principal. Failure to report such information may subject the staff member to disciplinary action, up to and including termination.

I.C. 20-33-9-1 et seq.
I.C. 35-41-1-8
I.C. 35-47-5-2.5
I.C. 35-47-9
I.C. 35-41-1-4.3

Adopted 7/18/95
Revised 11/19/96
Revised 10/19/98
Revised 1/21/02
Revised 3/17/03

policy

**BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION**

STUDENTS
5410/page 1 of 2

REVISED POLICY *-*

PROMOTION, PLACEMENT, AND RETENTION

The School Board recognizes that the personal, social, physical, and educational growth of children will vary and that they should be placed in the educational setting most appropriate to their needs at the various stages of their growth.

It shall be the policy of the Board that each student be moved forward in a continuous pattern of achievement and growth that is in harmony with his/her own development.

Such pattern should coincide with the system of grade levels established by this Board and the instructional objectives established for each.

A student will be promoted to the succeeding grade level when s/he has:

- A. completed sufficient course requirements at the presently assigned grade, as determined by school personnel;
- B. in the opinion of the professional staff, achieved sufficient instructional objectives set for the present grade;
- C. demonstrated sufficient proficiency to permit him/her to move ahead in the educational program of the next grade;
- D. demonstrated the degree of social, emotional, and physical maturation necessary for a successful learning experience in the next grade.

A student enrolled in special education shall be advanced or retained based on the opinion of the Case Conference and the student's I.E.P.

A child's promotion or retention may be affected by his/her performance on the ISTEP. The promotion or retention will be in accordance with ISTEP guidelines as promulgated by the State Department of Education.

Any student who is retained at the request of a parent or guardian will be ineligible to participate in any extra-curricular sport that s/he participated in as a student in that grade.

No student who has completed a grade successfully shall be retained or allowed to repeat a grade in order to improve his/her ability or lengthen his/her eligibility to participate in extra-curricular athletic programs.

policy

**BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION**

STUDENTS
5410/page 2 of 2

The Superintendent shall develop administrative guidelines for promotion, placement, and retention of students which:

- A. require the recommendation of the professional staff for any promotion, placement, or retention;
- B. require that parents are informed in advance of the possibility of retention of a student at a grade level;
- C. assure that reasonable efforts be made to remediate the student's difficulties before s/he is retained;
- D. require that results of standardized tests, grades, teacher recommendations, and parent views be considered as criteria for promotion, placement, or retention;
- E. assign to the building principal the final responsibility for determining the promotion, placement, or retention of each student.

Revised 1/20/03
Revised 2/26/06

policy

BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION

STUDENTS
5460/page 1 of 2

REVISED POLICY – VOL. 21, NO 2, APRIL 2009

GRADUATION REQUIREMENTS

It shall be the policy of the School Board to acknowledge each student's successful completion of the instructional program appropriate to the achievement of Corporation goals and objectives as well as personal proficiency by the awarding of a diploma at fitting graduation ceremonies.

The Board shall award a ~~regular~~ high school diploma to every student enrolled in this Corporation who meets the requirements of graduation established by this Board and by the State.

There shall be only one (1) ~~regular~~ **general** diploma awarded by this Corporation and no distinctions shall be made between various programs of instruction. Exceptions shall be made for students who meet the State requirements for **a Core 40, a Core 40 with Academic** ~~an~~ Honors diploma **or Core 40 with Technical Honors diploma** and for foreign-exchange students receiving attendance certification.

Special education students who properly complete the programs specified in their I.E.P. and have received the recommendation of the Case Conference may participate in graduation activities and shall be awarded a diploma.

The Board shall award a high school equivalency certificate to any individual who meets the criteria established by State law.

Beginning with the class of students who expect to graduate in the 2010 - 2011 school year, each student is required to meet:

- A. the academic standards tested in the graduation examination;
- B. the Core 40 course and credit requirements adopted by the State Department of Education;
- C. additional graduation requirements established by the Board of School Trustees.

policy

BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION

STUDENTS
5460/page 2 of 2

Upon the request of the student's parents, the student may be exempted from the Core 40 curriculum requirements and be required to complete the general curriculum to graduate as required by State law. ***Also, school officials may initiate a discussion with the parents about exempting a student from the Core 40 curriculum if the student does not pass at least three (3) courses required under the Core 40 curriculum or if the student scores in the twenty-fifth percentile or lower the first time the student takes the graduation exam. If the parent makes the decision to exempt the student from the Core 40 requirement, the student will be required to complete the general curriculum as required by State law.***

Commencement exercises will include only those students who have come within two (2) credits of successfully completing requirements for graduation as certified by the high school principal. A student may be denied participation in the ceremony of graduation when personal conduct so warrants.

I.C. 20-32-4-1 to 5 **10**, 20-20-6, 20-35-4-11
511 IAC 5-3-1 to 2, 6-7.1-4 **through 7-1 to 15**

Revised 5/16/94
Revised 2/26/06

policy

BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION

FINANCES
6460/page 1 of 2

REVISED POLICY - VOL. 21, NO 2, APRIL 2009

VENDOR RELATIONS

The School Board shall not enter a contract knowingly with any supplier of goods or services to this Corporation under which any Board member, officer, employee, or agent of this School Corporation has any pecuniary or beneficial interest, direct or indirect, unless the person has not solicited the contract or participated in the negotiations leading up to the contract (see Bylaw 0144.3). This prohibition shall not prevent any person from receiving royalties upon the sale of any textbook of which s/he is the author and which has been properly approved for use in the schools of this Corporation.

For the purpose of this policy "beneficial interest" shall be determined in accordance with Indiana law.

All sales persons, regardless of product, shall clear with the Superintendent's office or principal's office before contacting any teachers, students, or other personnel of the School Corporation. Purchasing personnel shall not extend nor accept any favors of substantial value to or from vendors. Each order shall be placed in accordance with the policies of the Board on the basis of quality, price, and delivery with past service a factor if all other considerations are equal.

An employee of the School Corporation making a recommendation to the Board on a matter to be considered by the Board shall not accept a gift or gratuity from a person or entity having a substantial personal or pecuniary interest in the Board's decision on the matter in accordance with the restrictions and provisions of I.C. 35-44-1-3.

The Board expects all its employees to be honest and ethical in their conduct and to comply with applicable State and Federal law, Board policies, and administrative guidelines. The Board encourages and requires staff to report possible violations of these Board expectations. Parents, volunteers, contractors and concerned citizens are encouraged to report possible violations, if they believe such violations have occurred.

policy

BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION

FINANCES
6460/page 2 of 2

A contractor or an employee of a contractor who is aware of conduct on the part of any Board member or employee that possibly violates Federal or State law or Board policy is responsible for reporting this conduct to his/her immediate supervisor. If the employee's immediate supervisor is not responsive or the supervisor is the employee whose behavior is in question, the employee/contractor may report to the Superintendent. If the reported conduct relates to the Superintendent, the report may be filed directly with the Board President.

After such a report is made, the employee/contractor will be asked to put the report in writing. Any employee/contractor making such a report shall be protected from discipline, retaliation, or reprisal for making such report as long as the employee/contractor had a good faith belief as to the accuracy of any information reported. Employees/contractors are subject to disciplinary action, for knowingly making a false report under this policy. Employees/contractors may also be subject to disciplinary action, if they are aware of a violation of Federal, State, or local law involving or relating to the business of the Corporation but they do not make a report confirmed in writing to a supervisor in accordance with this policy.

The Superintendent shall develop administrative guidelines necessary for implementation of this policy, including the development of forms upon which such reports may be made.

I.C. 22-5-3-3, 35-44-1-3

Revised 1/15/08

NEW POLICY – VOL. 21, NO 2, APRIL 2009

**WIRELESS COMMUNICATION ALLOWANCE AND
STAFF USE OF WIRELESS COMMUNICATIONS DEVICES**

Eligibility for Wireless Communication Allowance

Wireless communication devices ("WCDs") (i.e. cellular and wireless telephones, pager/beepers, personal digital assistants (PDAs), Blackberries/Smartphones, WiFi-enabled or broadband access devices, etc.) enable communication whenever a situation arises necessitating immediate contact, regardless of the person's location at the time. Therefore, the Superintendent and administrators who meet one or more of the following criteria are required as a condition of employment to own a WCD and obtain an appropriate service plan so that the WCD is available for use for business-related communications:

- A. their jobs require them to spend a considerable amount of time outside of their assigned office or work area during normal working hours and have regular access to telephone and/or Internet connections while outside their office or assigned work area;
- B. their jobs require them to be accessible outside of scheduled or normal working hours or to be contacted and respond in the event of an emergency; or
- C. their jobs consistently require timely and business critical two (2) way communication for which there is no reasonable alternative technology. (This is not intended to include occasional, incidental access or purely voluntary access such as checking e-mail from home).
- D. safety requirements indicate having a WCD is an integral part of meeting the requirements of the employee's job description;
- E. more than fifty percent (50%) of the employee's work is conducted outside the employee's assigned office or work area;
- F. the employee is required to be on-call 24/7.

policy

**BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION**

PROPERTY
7530.01/page 2 of 4

Employee's Responsibilities

The employee is responsible for choosing his/her WCD, the voice and/or data plan, and the wireless service provider. Since the WCD is the property of the employee, the WCD may be used for personal calls (see below concerning the making of personal calls during work time) and be combined or enhanced with other personal plans (i.e. the employee may also, at his/her own expense, add extra services or equipment features, as desired). The employee is responsible for paying all monthly service charges in full and on time. The Board does not accept any liability for claims, charges, or disputes between the service provider and the staff member. Because the employee is personally responsible for the WCD, any replacement for loss or damage will be at the expense of the employee. Such replacement or repair must be completed promptly and the Superintendent must be notified if the employee will not be available by their WCD for a period of time.

Employees should contact the carrier through which they purchased their WCD and purchase their wireless service for support.

Employees may contact the Corporation's IT Department/Support Staff for consultation on the type of equipment to purchase if they are obtaining Internet/data service in order to enable e-mail and calendar support through the Corporation's servers (e.g. through Microsoft Exchange, Novell GroupWise, etc.) and to obtain assistance in setting up their device to connect to the Corporation's servers. The Corporation's IT Department/Support Staff will assist employees who have Internet/data service with e-mail and calendar functionality.

Safe Use of Wireless Communications Devices

Employee safety is a priority of the Board, and responsible use of WCDs includes safe use.

Employees are responsible for operating Board-owned vehicles and potentially hazardous equipment in a safe and prudent manner, and therefore, employees are prohibited from using personal WCDs while operating such vehicles or equipment. In the interest of safety for both Board employees and other drivers, employees are required to comply with all applicable laws while driving.

policy

**BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION**

PROPERTY
7530.01/page 3 of 4

Duty to Maintain Confidentiality of Student Personally Identifiable Information - Public and Student Record Requirements

Employees are subject to all applicable policies and guidelines pertaining to protection of the security, integrity and availability of the data stored on their WCDs.

Wireless communications, including calls, text messages, instant messages, and e-mails sent from WCDs, may not be secure. Therefore, employees should use discretion in relaying confidential information, particularly as it relates to students.

Additionally, wireless communications, including text messages, instant messages and e-mails sent and/or received by a public employee or school official using his/her personal WCD may constitute public records if the content of the message concerns Corporation business, or an education record if the content includes personally identifiable information about a student. Wireless communications that are public records are subject to retention and disclosure, upon request, in accordance with Policy 8310 – Public Records. Wireless communications that are student records should be maintained pursuant to Policy 8330 – Students Records. Finally, wireless communications and other electronically stored information (ESI) stored on the staff member's personal WCD may be subject to a Litigation Hold pursuant to Policy 8315 – Information Management. Staff are required to comply with Corporation requests to produce copies of wireless communications in their possession that are either public records or education records, or that constitute ESI that is subject to a Litigation Hold.

Except in emergency situations, employees are prohibited from using WCDs to capture, record or transmit the words (i.e. audio) and/or images (i.e. pictures/video) of any student, staff member or other person in the school or while attending a school-related activity, without express prior notice and explicit consent for the capture, recording or transmission of such words or images. Using a WCD to take or transmit audio and/or pictures/video of an individual without his/her consent is considered an invasion of privacy and is not permitted, unless authorized by the building principal or Superintendent.

Privacy Issues

The use of WCDs in locker rooms, classrooms, bathrooms and/or ~~X~~ swimming pool is prohibited.

policy

**BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION**

PROPERTY
7530.01/page 4 of 4

Personal Use of WCDs While at Work

During work hours personal communications made or received, regardless of whether on a WCD, or a regular telephone or network computer can interfere with employee productivity and distract others. Employees are expected to use discretion in using WCDs while at work for personal business. Employees are asked to limit personal communications to breaks and lunch periods, and to inform friends and family members of the Board's policy in this regard.

At no time may any WCD be utilized by an employee in a way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated.

Potential Disciplinary Action

Violation of this policy may constitute just cause for disciplinary action up to and including termination. Use of a WCD in any manner contrary to local, State or Federal laws will constitute misuse.

Employee Use of Board-Owned WCDs

The Corporation will provide Board-owned WCDs to certain employees who require specific equipment or similar technology to perform Corporation functions (e.g., school safety, physical plant maintenance, etc.) and never expect to use these devices for personal use. The Superintendent must approve such exceptions. Employees who qualify for this exception must submit to the Treasurer's Office monthly documentation in the form of a copy of their respective WCD usage logs, verifying business use. The log must note the date/time of the phone call, to whom the call was placed or from whom the call was received, a brief statement of the purpose of the call, and if the WCD is Internet/data-enabled, a statement that all use of the Internet/data capabilities of the device were business related. The employee's immediate supervisor will be required to approve all charges, attesting that all calls were business related, by initialing the copy of the usage logs. In an employee fails to keep current with this documentation requirement, s/he will be required to return the WCD.

If a personal call inadvertently occurs, restitution must be made to the Corporation.

The Board reserves the right to switch an employee to the allowance program if excessive calls are made or if required documentation is not submitted in a timely manner.

policy

**BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION**

PROPERTY
7541/page 1 of 1

NEW POLICY – VOL. 21, NO 2, APRIL 2009

ELECTRONIC DATA PROCESSING DISASTER RECOVERY PLAN

The Board of School Trustees is committed to maintaining and protecting the Corporation's Information System. The Board believes that a complete and accurate Information System which includes educational, student, fiscal and personnel information is vital to the Board's ability to deliver uninterrupted educational service to the community it represents. To that end, the Superintendent, shall develop, test and maintain an *Electronic Data Processing Disaster Recovery Plan* for use in the event a disaster should disable the Corporation's electronic data processing equipment.

The Plan may include:

- A. adequate equipment insurance;
- B. a list of the applications that are used by the Corporation;
- C. procedures used to backup all programs and data on a daily, monthly, quarterly and year-end basis;
- D. backup storage off-site;
- E. maintenance agreements for hardware and software (including, but not limited to the operating system);
- F. a list of vendor contacts to be called for the immediate replacement of disabled equipment or corrupted software.

policy_____

BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION

OPERATIONS
8210/page 1 of 1

REVISED POLICY *.*

SCHOOL CALENDAR

The School Board recognizes that the preparation of a calendar for the instructional program of the schools is necessary for orderly educational planning and for the efficient operation of the Corporation.

The total number of days when the schools will be in session for instructional purposes shall be in accordance with the collective bargaining agreement, and for purposes of receiving State school aid, such days will number no fewer than required by the State Board of Education.

All days lost due to snow, fire, epidemics, health conditions, etc. cannot be counted as a part of the minimum days of instruction for State aid and must be made up unless a waiver is obtained from the State Department of Education.

The Superintendent shall submit to the State Department of Education the total number of actual instructional days no later than ~~June 15th of each year.~~ ***the date established by the State Department of Education for each school year.***

I.C. 20-30-2-1,6, 20-18-2-17
511 I.A.C. 6-2-1.1(j)



NEOLA of INDIANA

TEMPLATES

BOARD OF SCHOOL TRUSTEES

WESTERN SCHOOL CORPORATION

ADMINISTRATION

1521/page 1 of 2

REVISED POLICY - SPECIAL UPDATE, JULY 2009

PERSONAL BACKGROUND CHECK

To protect students and staff members, the School Board requires an inquiry into the personal background of each applicant the Superintendent recommends for employment on the Corporation's administrative staff.

The Superintendent shall establish the necessary procedures for obtaining the **personal** background information on **each applicant recommended for employment as an administrator** which is to **shall** include the following:

- A. ~~local, State, and National Criminal History Records Check~~ **an expanded national criminal history check (as defined by I.C. 20-26-2-1.5) of the criminal history record system maintained by the Federal Bureau of Investigation based on fingerprint identification or another method of positive identification;**
- B. ~~sex-offender registry check~~ **a search of the national sex offender registry maintained by the United States Department of Justice;**
- C. telephone inquiry with ~~each former~~ ^{former} employers
- D. explanations of any employment gaps to ensure the candidate has not omitted an employer where an offense occurred
- ☒ fingerprint check
- ☒ **a detailed background history including all prior employment and volunteer positions;**
- ☒ **an Indiana Bureau of Motor Vehicles driver history if the position involves driving.**

The Board may deny employment to an applicant who is convicted of an offense for which the **applicant's license for the position** may be revoked or suspended by State law.

© NEOLA 2009

Any costs associated with obtaining the background information are to be borne by the applicant.



NEOLA of INDIANA

TEMPLATES

BOARD OF SCHOOL TRUSTEES

WESTERN SCHOOL CORPORATION

ADMINISTRATION

1521/page 2 of 2

The procedures shall ensure *provide* that information and records obtained from pre-employment inquiries under this policy are confidential and shall not be released except to ~~a school employee authorized by the Superintendent~~ *as necessary to implement this policy or defend a decision made pursuant to this policy.*

~~Each administrator, during~~ *During* the course of his/her employment with the School Corporation, *each administrator* shall be required to report his/her conviction of criminal charges to the Superintendent within two (2) business days of the occurrence. The Superintendent shall obtain a review of each reported conviction and shall take *recommend* appropriate action *to the Board* considering the risk to members of the school community presented by the continued ~~participation and access~~ *employment* of the convicted administrator.

The Superintendent shall prepare administrative guidelines to implement this policy.

I.C. 10-13-3, **20-26-2-1.5**

I.C. 20-26-5-10,11, 20-28-1,- 8; 20-28-5-98, 35-42-4



NEOLA of INDIANA

TEMPLATES

BOARD OF SCHOOL TRUSTEES

WESTERN SCHOOL CORPORATION

PROFESSIONAL STAFF

3121/ page 1 of 2

REVISED POLICY - SPECIAL UPDATE, JULY 2009

PERSONAL BACKGROUND CHECK

To protect students and staff members, the School Board requires an inquiry into the personal background of each applicant the Superintendent recommends for employment on the Corporation's professional staff. Such an inquiry shall **also** be made for all substitutes.

The Superintendent shall establish the necessary procedures for obtaining the **personal** background information **on each applicant recommended for employment as a professional staff member** which ~~is to~~ **shall** include the following:

- A. ~~local, State, and National Criminal History Records Check~~ **an expanded national criminal history check (as defined by I.C. 20-26-2-1.5) of the criminal history record system maintained by the Federal Bureau of Investigation based on fingerprint identification or another method of positive identification;**
- B. ~~sex-offender-registry check~~ **a search of the national sex offender registry maintained by the United States Department of Justice;**
- C. telephone inquiry with ~~each~~ former employer s
- D. explanations of any employment gaps to ensure the candidate has not omitted an employer where an offense occurred
- ☒ fingerprint check
- ☒ **a detailed background history including all prior employment and volunteer positions;**
- ☒ **an Indiana Bureau of Motor Vehicles driver history if the position involves driving.**

The Board may deny employment to an applicant who is convicted of an offense for which the **applicant's** license **for the position** may be revoked or suspended by State law.

© NEOLA 2009

Any costs associated with obtaining the background information are to be borne by the applicant.



NEOLA of INDIANA

TEMPLATES

BOARD OF SCHOOL TRUSTEES

WESTERN SCHOOL CORPORATION

PROFESSIONAL STAFF

3121/ page 2 of 2

X

Should it be necessary to employ a person in order to maintain continuity of the program prior to receipt of the report, the Superintendent may provide for a substitute.

1) or employ the applicant as a substitute.

The procedures shall ~~ensure~~ **provide** that information and records obtained from pre-employment inquiries under this policy are confidential and shall not be released except to ~~a school employee authorized by the Superintendent~~ **as necessary to implement this policy or defend a decision made pursuant to this policy.**

~~Each employee, during~~ **During** the course of his/her employment with the School Corporation, ~~each professional employee and substitute teacher~~ shall be required to report his/her conviction of criminal charges to the Superintendent within two (2) business days of the occurrence. The Superintendent shall obtain a review of each reported conviction and shall take ~~recommend~~ appropriate action **to the Board** considering the risk to members of the school community presented by the continued ~~participation and access~~ **employment** of the convicted employee.

The Superintendent shall prepare administrative guidelines to implement this policy.

I.C. 10-13-3, **20-26-2-1.5**

I.C. 20-26-5-10, 11, 20-28-1, 8; 20-28-5-98, 35-42-4



NEOLA of INDIANA

TEMPLATES

BOARD OF SCHOOL TRUSTEES

WESTERN SCHOOL CORPORATION

SUPPORT STAFF

4121/page 1 of 2

REVISED POLICY - SPECIAL UPDATE, JULY 2009

PERSONAL BACKGROUND CHECK

To protect students and staff members, the School Board requires an inquiry into the personal background of each applicant the Superintendent recommends for employment on the Corporation's support staff.

Such an inquiry shall **also** be made for substitutes.

The Superintendent shall establish the necessary procedures for obtaining the **personal** background information **on each applicant recommended for employment on the Corporation's support staff** which ~~is to~~ **shall** include the following:

- A. ~~local, State, and National Criminal History Records Check~~ **an expanded national criminal history check (as defined by I.C. 20-26-2-1.5) of the criminal history record system maintained by the Federal Bureau of Investigation based on fingerprint identification or another method of positive identification;**
- B. ~~sex offender registry check~~ **a search of the national sex offender registry maintained by the United States Department of Justice;**
- C. telephone inquiry with ~~each~~ former employer s
- D. explanations of any employment gaps to ensure the candidate has not omitted an employer where an offense occurred
- ☒ fingerprint check
- ☒ **a detailed background history including all prior employment and volunteer positions;**
- ☒ **an Indiana Bureau of Motor Vehicles driver history if the position involves driving.**

The Board may deny employment to an applicant who is convicted of an offense for which the applicant's license for the position may be revoked or suspended by State law.



NEOLA of INDIANA

TEMPLATES

BOARD OF SCHOOL TRUSTEES

WESTERN SCHOOL CORPORATION

SUPPORT STAFF

4121/page 2 of 2

☒

Should it be necessary to employ a person in order to maintain continuity of the program prior to receipt of the report, the Superintendent may provide for a substitute.

☒

or employ the applicant as a substitute.

The procedures shall ensure **provide** that information and records obtained from pre-employment inquiries under this policy are confidential and shall not be released except to ~~a school employee authorized by the Superintendent~~ **as necessary to implement this policy or defend a decision made pursuant to this policy.**

Any costs associated with obtaining the ^{background information} ~~criminal history record~~ are to be borne by the applicant.

~~Each employee, during~~ **During** the course of his/her employment with the School Corporation, **each support staff employee** shall be required to report his/her conviction of criminal charges to the Superintendent within two (2) business days of the occurrence. The Superintendent shall obtain a review of each reported conviction and shall ~~take~~ **recommend** appropriate action **to the Board** considering the risk to members of the school community presented by the continued ~~participation and access~~ **employment** of the convicted employee.

The Superintendent shall prepare administrative guidelines to implement this policy.

I.C. 10-13-3, **20-26-2-1.5**

I.C. 20-26-5-10, 11, 20-28-1, 20-28-5-98, 35-42-4



NEOLA of INDIANA

TEMPLATES

BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION

OPERATIONS
8121/page 1 of 2

REVISED POLICY - SPECIAL UPDATE, JULY 2009

PERSONAL BACKGROUND CHECK - CONTRACTED SERVICES

To protect students and staff members, the Board requires an inquiry into the personal background of each employee of a contractor or sub-contractor providing services to the Corporation **who is likely to have direct, on-going contact with children within the scope of their employment.**

The Superintendent shall establish the necessary procedures for obtaining the to **provide that contractors and sub-contractors conduct an inquiry into the background information of these employees** that is to **shall** include the following:

- A. ~~local, State, and National Criminal History Records Check~~ **an expanded national criminal history check (as defined by I.C. 20-26-2-1.5) of the criminal history record system maintained by the Federal Bureau of Investigation based on fingerprint identification or another method of positive identification;**
- B. ~~sex-offender registry check~~ **a search of the national sex offender registry maintained by the United States Department of Justice;**
- C. arrest and/or filing of criminal charges against each employee within two (2) business days of the occurrence and the disposition of such arrest or filing of charges **concerning employees of contractors and sub-contractors**
telephone inquiry with former employees.
☒ **fingerprint check**
- ☒ **a detailed background history including all prior employment and volunteer positions**
- ☒ **an Indiana Bureau of Motor Vehicles driver history if the position involves driving**

Personally identifiable information obtained **reported to the Corporation** in the implementation of this policy shall not be released except as necessary to implement this policy or to defend a decision made pursuant to this policy.

© NEOLA 2009

Explorations of any employment gaps to ensure the candidate has not omitted an employer where an offense occurred.



NEOLA of INDIANA
TEMPLATES

BOARD OF SCHOOL TRUSTEES
WESTERN SCHOOL CORPORATION

OPERATIONS
8121/page 2 of 2

Each contractor and sub-contractor providing services to the Corporation shall screen all employees **who are likely to have direct, on-going contact with children in the course of** providing services to the Corporation. Screening shall only be required one (1) time during the period of the current contract with the Corporation as long as the contractor has continuously screened new hires, and required the same of its sub-contractors **and required that these employees report arrest and the filing of criminal charges against them.** Compliance with this requirement shall be verified by either:

- A. inclusion of the requirement as material term of the contractor's or sub-contractor's contract; or
 - B. execution of a certificate of compliance with this policy which shall be maintained with the contract in the Corporation's files
- Any costs associated with obtaining the background information are to be borne by the contractor and/or sub-contractor.*
- Non-compliance with these requirements shall be a breach of a material term of any contract between a contractor/sub-contractor and the Corporation.

The Superintendent shall develop administrative guidelines to implement this policy. These procedures shall provide for the review of each reported arrest and/or criminal charge and for a response to the reported information that protects members of the school community from persons who may be dangerous to them. **Failure of a contractor or sub-contractor to remove an employee from direct contact with students, upon request from the Superintendent, shall be considered to be a material breach of the contractor's or sub-contractor's contract with the Corporation.**

I.C. 10-13-3, **20-26-2-1.5**
I.C. 20-26-5-10, **11**, 20-28-1-2,6,8, ~~20-28-5-9~~

© NEOLA 2009

Item #13 – Off Road School Bus Loading:

Mr. Davidson made a motion to approve the enclosed request from Taffy Cooke for off road school bus loading sites. Mr. Marley seconded the motion which passed 6-0.

SCHOOL BOARD
 HARRY L. KENWORTHY - PRESIDENT
 MICHAEL J. KOLOSZAR - VICE PRESIDENT
 DONALD L. WELLS - SECRETARY
 J. CONRAD MAUGANS - MEMBER
 LINDA S. SINGER - MEMBER
 JEFFREY A. DAVIDSON - MEMBER
 JON A. MARLEY - MEMBER



PETER W. O'ROURKE - SUPERINTENDENT
 RANDY McCRACKEN - ASSISTANT SUPERINTENDENT
 RICHARD TAYLOR - TECHNOLOGY DIRECTOR
 STEPHANIE COOKE - DIRECTOR OF TRANSPORTATION
 PAM CARTER - DIRECTOR OF FINANCE
 PAT GRZESIAK - DIRECTOR OF MAINTENANCE

TO: Dr. Peter O'Rourke, Superintendent and
 Board of School Trustees

FROM: Taffy Cooke, Director of Operations *SC*

DATE: September 10, 2009

RE: Off Road School Bus Loading

With the approval of the Board of School Trustees, bus drivers may pull off of the main roadway to load or unload students. The drivers need not extend the arm signal device when loading or unloading passengers in the designated areas. Each driver has been asked to provide requests for appropriate locations. I would like to present the following list for the Board's consideration.

Express – Alto	5104 S. 750 W.	6857 W. 100 S.
Briarwick Apartments	6372 W. 600 S.	10103 W. 150 S.
Finding Me Now Daycare	8516 W. 500 S.	6872 W. 320 S.
Westside Baptist Church	4133 S. 00 E.W.	3116 W. 300 S.
Bowden Flowers	4097 S. 00 E.W.	306 W. 400 S.
Billy Bob Trailer Court	4179 S/ 00 E.W.	5719 W. 400 S.
Village Green Trailer Court	4147 S. 00 E.W.	
4073 S. 00 E.W.	4301 S. 00 E.W.	

WESTERN SCHOOL CORPORATION

2600 SOUTH 600 WEST • RUSSIAVILLE, INDIANA 46979-0247 • PHONE 765-883-5576 • FAX (765) 883-7946

Item #14 – Approval of Transfer Students:

Mr. Koloszar made a motion to approve the following list of transfer students. Mr. Marley seconded the motion which passed 6-0.

I recommend that the Board approve the following transfer student requests:

Randy Whitacre

Austin Townsend

Item #15 – Professional Improvement Requests:

Mr. Marley moved and Mr. Davidson seconded that the Board approve all of the following professional improvement requests:

Professional Improvement Requests

September 2009

Nancy Erb-Reading Instruction/Interventions through KASEC-IUK-September 8-9, 2009

Carrie Worland-Reading Instruction/Interventions through KASEC-IUK-September 8-9, 2009

Darcy Bennett-Reading Instruction/Interventions through KASEC-IUK-September 8-9, 2009

Lissa Stranahan-Indiana School Safety Specialist Academy Training-Indianapolis-October 26-27, 2009

Jenny Bray-Half Day Afternoon CPI Training-Kokomo-August 25, 2009

Allison Turner-Full Day CPI Training-Kokomo-August 20, 2009

Stephanie Cooke-School Safety Academy-Indianapolis-October 26-27, 2009

Jet Sundheimer-Purdue University Art Education Day-Lafayette-September 2, 2009

Della Clouse-ILF/AIME Conference-Ft. Wayne-October 19-20, 2009

Pam Richards-ILF/AIME Conference-Ft. Wayne-October 19-20, 2009

Jill LaCaille-ILF/AIME Conference-Ft. Wayne-October 19-20, 2009

Patricia Waterman-ILF/AIME Conference-Ft. Wayne-October 19-20, 2009

Brenda Pullen-Aspire Abstinence Workshop-Indianapolis-September 16-17, 2009

Randy McCracken-Title III Consortium Meeting-Lafayette-September 28, 2009

Dick Taylor-HECC Annual Conference-Indianapolis-November 12-13, 2009

Kelly Wells-Reading Instructions/Interventions and Writing Effective Goals for Special Education Students-IUK-September 9, 2009

Sherry Yazel-IACAC Conference-Indianapolis-October 27, 2009

Vicki Hill-2009 Indiana Library Federation Annual Conference-Ft. Wayne-October 19, 2009

Stephanie Rose-College Board Workshop-Indianapolis-September 29, 2009

Stephanie Rose-IACAC Congress-Indianapolis-October 27, 2009

Wendi Campbell-Learning to Read-IUK-September 8, 2009

Jennifer Bray-Learning to Read-IUK-September 9, 2009

Kelly Tuberty-Learning to Read-IUK-September 8-9, 2009

Patricia Waterman-Indiana Computer Educators Conference-Indianapolis-October 9, 2009

Nancy Erb-Learning to Read-IUK-September 8, 2009

Jet Sundheimer-AEAI Fall Conference-IUPUI-November 12-14, 2009

Patty Young-Jr. Academic Coaches Conference-Indianapolis-September 30, 2009

Kevin Pax-Jr. Academic Coaches Conference-Indianapolis-September 30, 2009

Brooke Gibson-Jr. Academic Coaches Conference-Indianapolis-September 30, 2009

Terry Grotenhuis-Jr. Academic Coaches Conference-Indianapolis-September 30, 2009

Kurt Cantlon-Title III Consortium Meeting-Wabash Valley Education Center-September 28, 2009

Christy Frazier-Stanz Food Show-South Bend-October 28, 2009

Lori Larimore-Stanz Food Show-South Bend-October 28, 2009

Emily Klingler-Stanz Food Show-South Bend-October 28, 2009

Kim Deardorff-Stanz Food Show-South Bend-October 28, 2009

Bobbi Myers-Stanz Food Show-South Bend-October 28, 2009

Laura Groves-GAMA/NAMM Guitar II Workshop-Pittsburgh, PA-July 20-24, 2009 (*This is late, because Mrs. Groves forgot to turn in her paperwork*)

Melissa Pruett-"Triple Play" Workshop for Spanish Teachers-Carmel-October 7, 2009

Marietta Harrold-College Board AP French Preparation Workshop-Indianapolis-November 24, 2009

Marietta Harrold-Academic Coaches Conference-Indianapolis-September 30, 2009

Hope Chambers-Teach Like a Rock Star-Indianapolis-September 28, 2009

Cami Wyatt-Teach Like a Rock Star-Indianapolis-September 28, 2009

Heather Yentes-Teach Like a Rock Star-Indianapolis-September 28, 2009

Brooke Gibson-Teach Like a Rock Star-Indianapolis-September 28, 2009

Emily Klingler-Food Service Director Meeting-Taylor High School-October 14, 2009

Kristen Johnson-Curriculum Mapping-WPS-September 11, 2009

Micah Bruner-Curriculum Mapping-WPS-September 11, 2009

Angie Watson-Curriculum Mapping-WPS-September 11, 2009

Carrie Worland-Learning to Read-IUK-September 8, 2009

Ty Calloway-IAHPERD Regional Workshop-Purdue-October 2, 2009

Lynn Guinn-IAHPERD Regional Workshop-Purdue-October 2, 2009

Kelly Tuberty-Dibels Leadership Sessions-Greenfield, Noblesville, Beech Grove-September 24, October 20, 2009 and February 25, 2010

Wendi Campbell-Dibels Leadership Sessions-Greenfield, Noblesville, Beech Grove-September 24, October 20, 2009 and February 25, 2010

The motion passed 6-0.

Item #16 – NSBA Chicago, IL/Fall Region Meeting – Kokomo Country Club:

Dr. O'Rourke surveyed Board members concerning attendance at these events.

Item #17 – Board Member Roundtable:

1. Mr. Kenworthy inquired about the interest in starting school after Labor Day and whether teachers would get paid if the school closed for a week because of the flu.
2. Mr. Maugans requested that we reschedule the dinner reservation for the ISBA Fall Conference due to the lateness of the conference session times.

Item #18 – Signing of Documents:

The proper documents were signed.

Item #19 – Adjournment:

The meeting was adjourned at 7:34 p.m.